

# Idaho State Employee Compensation Report Supplement



Idaho Division of Human Resources, 12/1/2005

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# State of Idaho Statistical Highlights

## As of 7/1/05

### Profile of Classified and Non-Classified Employees

	Classified	Non-Classified
Number of Employees	13,035	6,609
Average Age	46.2 years	46.9 years
Average Length of Service	10.8 years	8.7 years
Avg. Annual Equivalent Salary	\$34,885	\$48,654
Percent Ethnic Minorities	6.2 %	7%

Excludes State Insurance Fund, Military Division, House, Senate, temporary and student employees.

### General Idaho Statistics Compared to Other U. S. States

Idaho Population	1,393,262
Population Rank Out of 50 States	39

Source: U.S. Census Bureau site (<http://www.census.gov>)



# Report Summaries

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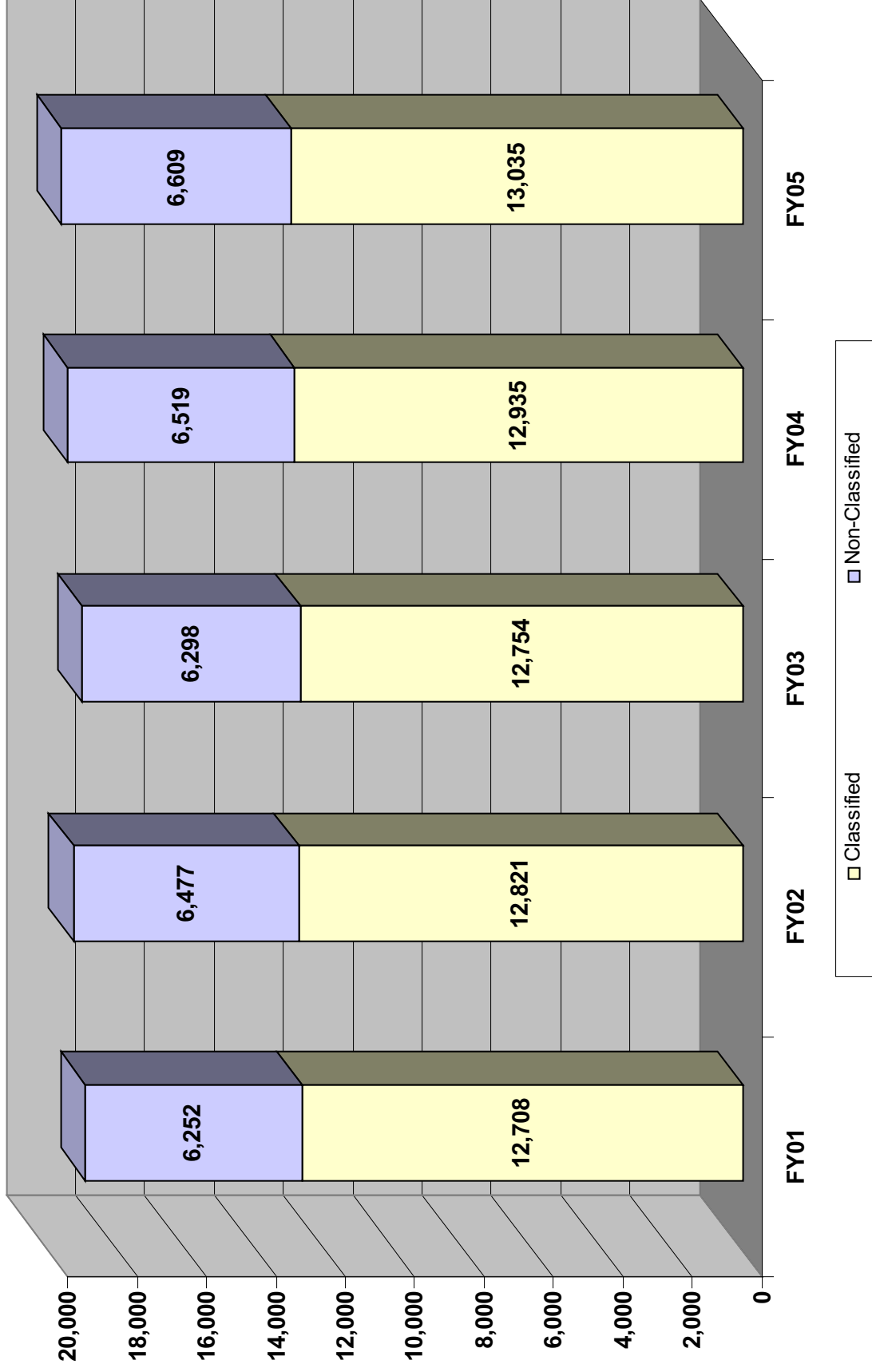
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Section One

# **Workforce Characteristics**

## Number of State Government Employees - July 2005



## Classified Employee Compa-Ratio by Agency November 2005

Agency	Compa-Ratio
Accountancy Bd	98.4%
Administration	91.7%
Agriculture	92.5%
Blind Comm	95.1%
Boise State University	88.4%
Brand Inspector	86.0%
Building Safety	97.5%
Commerce and Labor	92.2%
Correction	84.4%
Deaf & Blind School	85.7%
Dentistry Bd	120.1%
Eastern Id Tech College	88.6%
Education Bd	78.6%
Engr & Surveyors Bd	107.9%
Environmental Quality	91.5%
Finance	101.6%
Financial Management	117.5%
Fish & Game	94.2%
Health & Welfare	90.5%
Health District I	94.8%
Health District II	93.0%
Health District III	97.9%
Health District IV	101.1%
Health District V	94.5%
Health District VI	98.4%
Health District VII	92.7%
Hispanic Affairs	79.5%
Historical Society	91.8%
Human Resources	93.7%
Human Rights Comm	89.2%
Idaho State University	86.8%
Ind Living Council	74.9%
Industrial Comm	89.6%
Insurance	93.5%
Investment Bd	109.3%
Juvenile Corrections	86.7%



## Classified Employee Compa-Ratio by Agency November 2005 (cont'd)

Agency	Compa-Ratio
Lands	88.4%
Lava Hot Springs	89.8%
Lewis & Clark St College	88.1%
Liquor Dispensary	94.8%
Lottery Comm	91.6%
Medicine Bd	83.1%
Nursing Bd	94.6%
Occupational License	86.9%
Office on Aging	95.9%
Outfit & Guides Bd	96.7%
Parks & Recreation	88.7%
PERSI	88.0%
Pharmacy Bd	93.6%
Prof-Tech Education	101.2%
Public Television	88.9%
Public Utilities Comm	93.0%
Racing Comm	97.2%
Real Estate Comm	90.0%
State Library	86.9%
State Police	98.8%
Tax Appeals	77.2%
Tax Comm	88.6%
Transportation	94.6%
Veterans Services	88.5%
Vocational Rehab	86.8%
Water Resources	89.8%

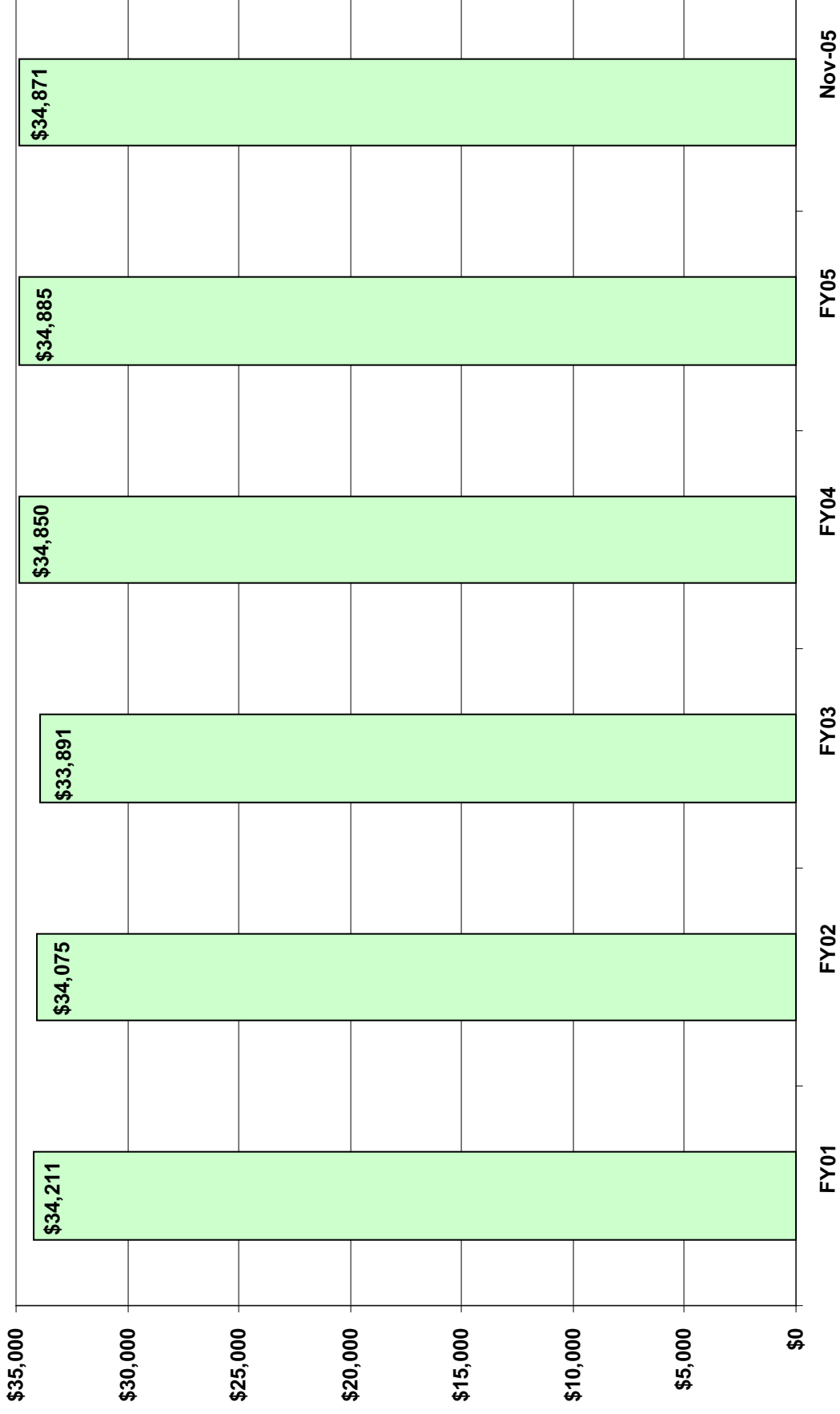
## Classified Employee Compa-Ratio by Pay Grade November 2005

Pay Grade	Average Salary	Employees in Grade	Average Compa-Ratio
A	\$6.96	3	86.0%
B	\$8.17	243	91.4%
C	\$8.76	200	88.6%
D	\$9.80	318	88.9%
E	\$10.71	1,048	87.4%
F	\$12.27	1,839	89.1%
G	\$13.59	1,804	88.2%
H	\$15.41	801	89.0%
I	\$16.55	1,454	88.9%
J	\$18.32	1,656	90.7%
K	\$20.73	1,674	94.4%
L	\$22.61	801	94.1%
M	\$25.51	397	96.6%
N	\$27.29	412	97.0%
O	\$29.95	192	99.4%
P	\$33.27	138	102.5%
Q	\$37.89	23	107.9%
R	\$43.09	1	113.1%
X	\$66.91	13	111.1%

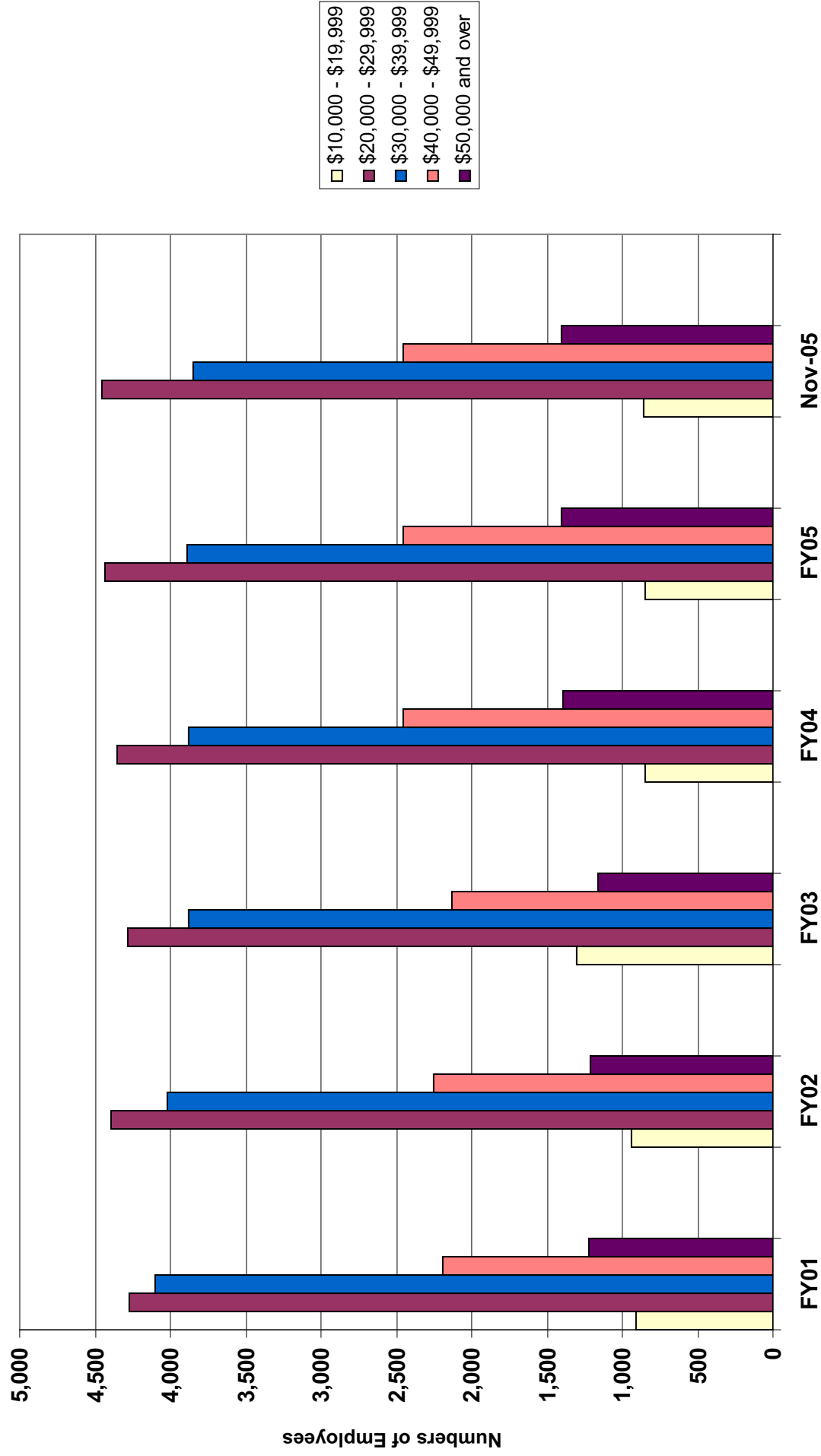
**Weighted Average Compa-Ratio** **91.1%**

**Total Employees** **12,980**

## Classified Employees Average Annual Equivalent Salary

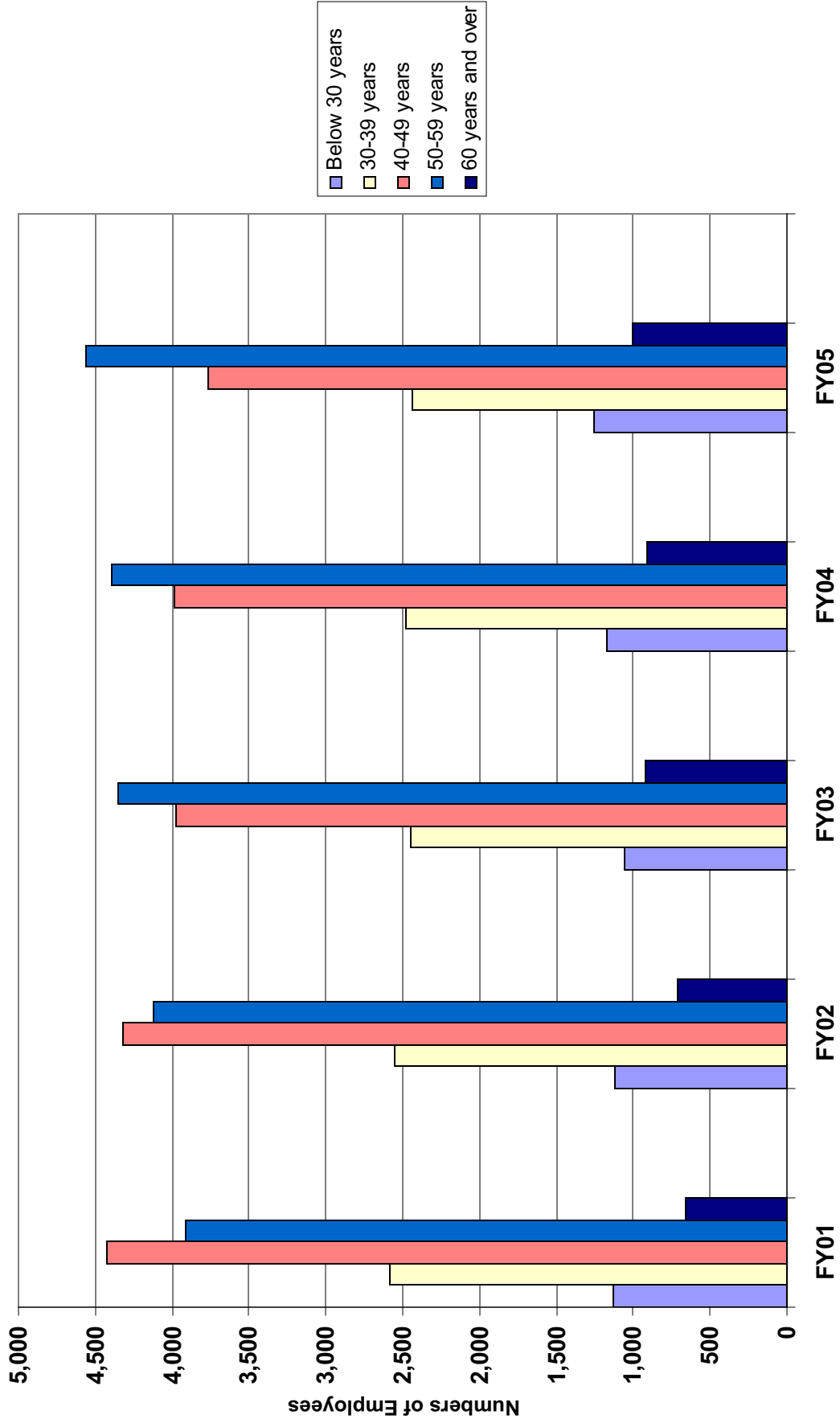


## Classified Employees by Annual Equivalent Salary

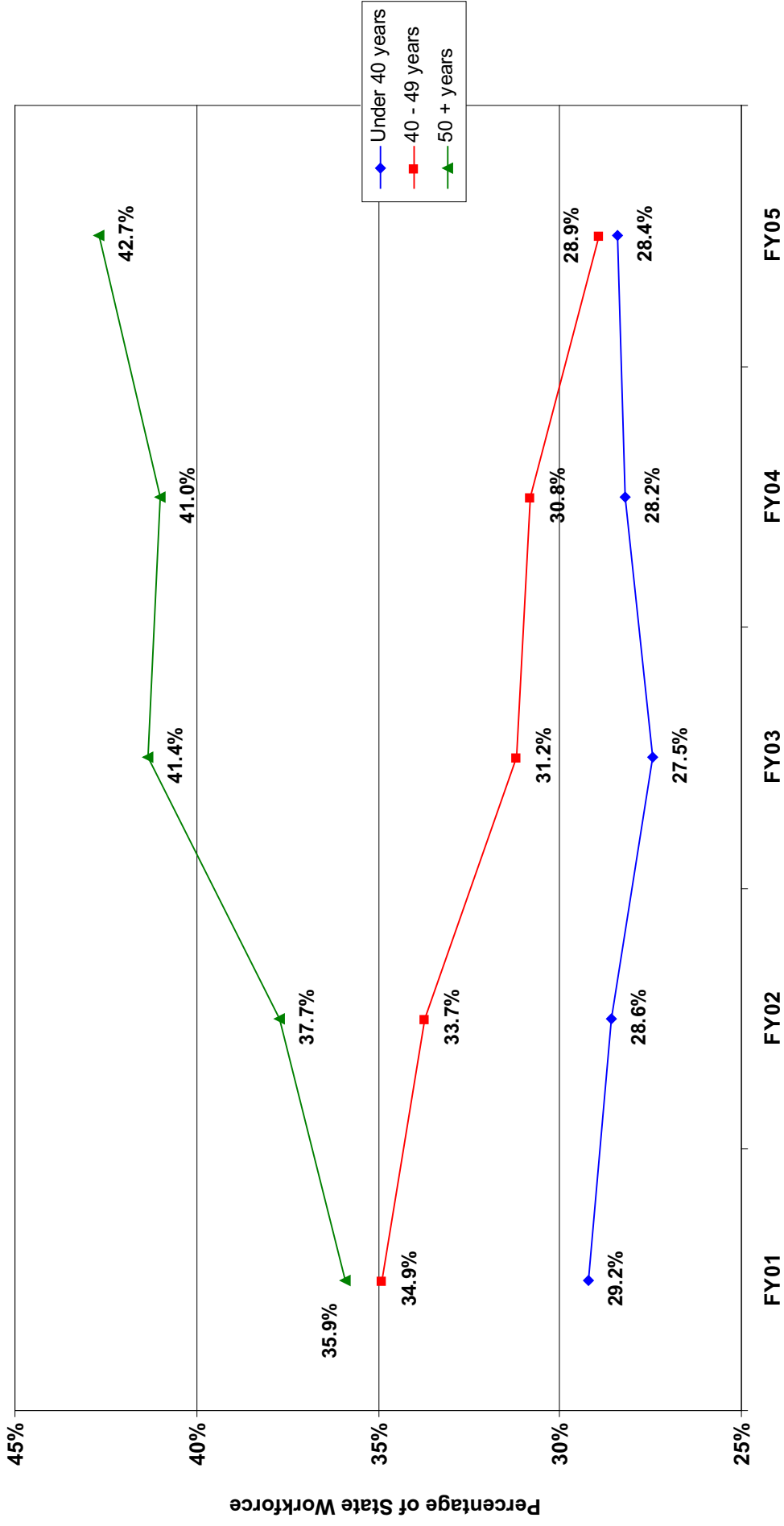




## Classified Employees by Age Groups



## Classified Employees by Aging Trends



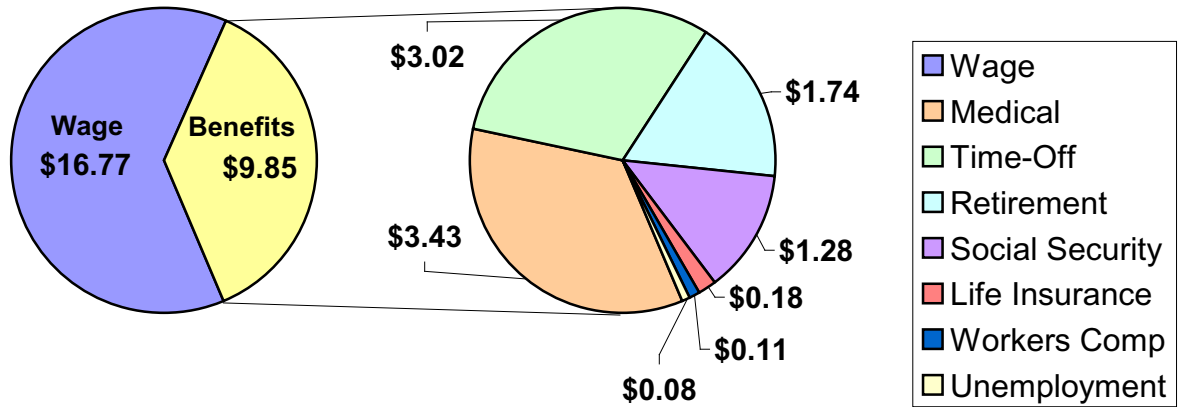
## Idaho Average Weekly Wages - FY 2006

	2003		2004	% Change
Total Covered	\$	551	\$ 575	4.2%
Natural Resources	\$	734	\$ 758	3.3%
Construction	\$	589	\$ 598	1.5%
Manufacturing	\$	760	\$ 799	5.2%
Trade, Utilities, & Transportation	\$	496	\$ 517	4.3%
Information	\$	662	\$ 697	5.3%
Financial Activities	\$	664	\$ 684	3.0%
Professional and Business Services	\$	652	\$ 686	5.2%
Educational and Health Services	\$	555	\$ 573	3.3%
Leisure and Hospitality	\$	214	\$ 219	2.6%
Other Services	\$	401	\$ 401	0.1%
Government	\$	585	\$ 613	4.6%

Source: Report of Covered Employment & Wages, Idaho Commerce & Labor, Public Affairs, November 24, 2005

# FY 2006 Total Compensation

Average Classified State Employee





## Distribution of Merit Increases - FY 2006

Agency Name	Number of Employees 6/1/2005	Number of Merit Increases	Percent of Employees Receiving Merit Increase	Average Percent Merit Increase
Accountancy Bd	11	0	0.0%	0.0%
Administration	166	12	7.2%	8.4%
Agriculture	452	50	11.1%	7.0%
Appellate Public Defender	16	0	0.0%	0.0%
Arts Comm	11	0	0.0%	0.0%
Athletic Comm	1	0	0.0%	0.0%
Attorney General	181	11	6.1%	4.3%
Blind Comm	53	0	0.0%	0.0%
Brand Inspector	62	1	1.6%	4.9%
Building Safety	179	6	3.4%	5.0%
Commerce and Labor	797	22	2.8%	6.6%
Controller	93	81	87.1%	3.4%
Correction	1489	2	0.1%	8.9%
Correctional Industries	30	2	6.7%	4.8%
Deaf & Blind School	198	93	47.0%	2.3%
Dentistry Bd	13	0	0.0%	0.0%
Education Bd	36	17	47.2%	2.2%
Engr & Surveyors Bd	9	0	0.0%	0.0%
Environmental Quality	411	12	2.9%	4.5%
Finance	44	1	2.3%	8.6%
Financial Management	21	0	0.0%	0.0%
Fish & Game	945	20	2.1%	4.6%
Geologist Bd	6	0	0.0%	0.0%
Governor	25	0	0.0%	0.0%
Health & Welfare	3324	80	2.4%	6.4%
Hispanic Affairs	4	2	50.0%	3.0%
Historical Society	69	0	0.0%	0.0%
House	114	3	2.6%	3.0%
Human Resources	41	0	0.0%	0.0%
Human Rights Comm	23	0	0.0%	0.0%
Idaho Code Comm	3	0	0.0%	0.0%
Ind Living Council	4	0	0.0%	0.0%
Industrial Comm	133	113	85.0%	2.1%
Insurance	72	2	2.8%	5.0%
Insurance Fund	247	81	32.8%	4.7%
Investment Bd	11	1	9.1%	10.0%
Judicial Branch	302	2	0.7%	10.6%
Juvenile Corrections	347	34	9.8%	5.5%
Lands	451	35	7.8%	4.3%
Lava Hot Springs	67	2	3.0%	3.7%
Legislative Services	69	4	5.8%	10.6%
Lieutenant Governor	6	0	0.0%	0.0%
Liquor Dispensary	270	11	4.1%	5.6%
Lottery Comm	54	1	1.9%	5.0%
Medicine Bd	38	0	0.0%	0.0%
Military Division	236	52	22.0%	3.5%
Nursing Bd	20	0	0.0%	0.0%
Occupational License	146	0	0.0%	0.0%
Office on Aging	26	2	7.7%	7.1%
Optometry Bd	5	0	0.0%	0.0%

Agency Name	Number of Employees 6/1/2005	Number of Merit Increases	Percent of Employees Receiving Merit Increase	Average Percent Merit Increase
Outfit & Guides Bd	27	0	0.0%	0.0%
Parks & Recreation	405	18	4.4%	5.8%
PERSI	64	2	3.1%	2.9%
Pharmacy Bd	17	2	11.8%	7.3%
Prof-Tech Education	43	2	4.7%	4.9%
Public Television	108	8	7.4%	12.6%
Public Utilities Comm	47	1	2.1%	4.9%
Racing Comm	15	0	0.0%	0.0%
Real Estate Comm	18	3	16.7%	6.6%
Secretary of State	31	5	16.1%	11.4%
Senate	43	0	0.0%	0.0%
Shorthand Report Bd	1	1	100.0%	2.9%
Species Conservation	5	1	20.0%	13.5%
State Library	49	0	0.0%	0.0%
State Police	542	50	9.2%	6.8%
Supt of Public Instruction	167	111	66.5%	3.9%
Tax Appeals	7	0	0.0%	0.0%
Tax Comm	582	26	4.5%	2.1%
Transportation	1953	20	1.0%	8.8%
Treasurer	16	10	62.5%	7.2%
Veterans Services	364	2	0.5%	4.0%
Veterinary Med Bd	9	1	11.1%	15.3%
Vocational Rehab	151	1	0.7%	2.9%
Water Resources	217	16	7.4%	6.6%
Women's Comm	1	0	0.0%	0.0%
<b>Totals</b>	<b>16213</b>	<b>1035</b>	<b>6.4%</b>	<b>4.6%</b>

### Health Districts

Agency Name	Number of Employees 6/1/2005	Number of Merit Increases	Percent of Employees Receiving Merit Increase	Average Percent Merit Increase
Health District I	178	145	81.5%	3.3%
Health District II	78	1	1.3%	7.4%
Health District III	120	88	73.3%	4.8%
Health District IV	198	166	83.8%	2.6%
Health District V	101	77	76.2%	4.8%
Health District VI	159	112	70.4%	12.7%
Health District VII	133	61	45.9%	4.0%
<b>Totals</b>	<b>967</b>	<b>650</b>	<b>67.2%</b>	<b>5.2%</b>

### Universities

Agency Name	Number of Employees 6/1/2005	Number of Merit Increases	Percent of Employees Receiving Merit Increase	Average Percent Merit Increase
Boise State University	1960	1235	63.0%	2.6%
Eastern Id Tech College	424	122	28.8%	4.8%
Idaho State University	1744	1528	87.6%	3.3%
Lewis & Clark St College	1092	418	38.3%	4.5%
University of Idaho	2736	298	10.9%	10.2%
<b>Totals</b>	<b>7956</b>	<b>3601</b>	<b>45.3%</b>	<b>3.8%</b>



## Section Two

# **Workforce Trends**

## Distribution of One-Time Increases FY 2006

Agency Name	Number of One Time Increases	Percent of Employees Receiving Increase	Average Percent Increase	Average Increase Amount	Maximum Increase Amount	Minimum Increase Amount
Accountancy Bd	3	27.3%	1.1%	\$478.33	\$700.00	\$360.00
Administration	143	87.2%	1.1%	\$448.22	\$874.19	\$195.65
Agriculture	132	27.8%	1.4%	\$593.61	\$1,041.33	\$78.00
Appellate Public Defender	13	61.9%	1.2%	\$593.38	\$908.54	\$384.38
Arts Comm	9	81.8%	1.3%	\$416.23	\$682.90	\$382.90
Athletic Comm	0	0.0%	0.0%	\$0.00	\$0.00	\$0.00
Attorney General	172	91.0%	1.1%	\$601.50	\$1,189.00	\$175.00
Blind Comm	32	59.3%	1.4%	\$477.40	\$1,372.80	\$95.16
Boise State University	1717	88.0%	1.1%	\$427.38	\$4,233.63	\$71.88
Brand Inspector	51	82.3%	0.9%	\$254.09	\$522.28	\$17.16
Building Safety	120	67.4%	1.2%	\$449.38	\$805.00	\$255.00
Commerce and Labor	686	88.7%	1.1%	\$384.93	\$1,032.00	\$63.50
Controller	85	97.7%	1.0%	\$508.28	\$1,000.06	\$173.32
Correction	1297	86.0%	1.2%	\$356.27	\$700.00	\$100.00
Correctional Industries	30	93.8%	1.0%	\$363.01	\$787.70	\$239.82
Deaf & Blind School	117	79.1%	1.3%	\$398.09	\$1,102.43	\$75.60
Dentistry Bd	3	23.1%	1.3%	\$441.67	\$600.00	\$300.00
Eastern Id Tech College	81	18.6%	0.9%	\$358.61	\$1,017.54	\$78.94
Education Bd	20	54.1%	1.0%	\$537.20	\$1,129.00	\$262.00
Engr & Surveyors Bd	3	33.3%	1.0%	\$463.10	\$739.15	\$262.22
Environmental Quality	362	91.9%	1.1%	\$469.27	\$845.10	\$266.00
Finance	41	87.2%	1.0%	\$503.46	\$841.97	\$222.48
Financial Management	20	95.2%	1.1%	\$701.25	\$978.58	\$382.79
Fish & Game	671	75.9%	1.1%	\$352.70	\$1,070.16	\$86.01
Geologist Bd	1	16.7%	1.3%	\$200.00	\$200.00	\$200.00
Governor	15	60.0%	1.3%	\$557.68	\$1,262.94	\$256.05
Health & Welfare	2683	80.4%	1.3%	\$442.19	\$4,387.00	\$29.00
Health District I	146	89.6%	1.0%	\$336.42	\$836.37	\$19.45
Health District II	53	66.3%	2.0%	\$344.06	\$696.00	\$73.00
Health District III	88	75.2%	1.1%	\$371.63	\$1,000.00	\$110.57
Health District IV	165	83.3%	1.5%	\$330.33	\$1,000.00	\$100.00
Health District V	76	73.8%	1.0%	\$371.00	\$875.89	\$96.53
Health District VI	111	73.5%	1.0%	\$294.73	\$602.58	\$42.90
Health District VII	91	70.5%	1.0%	\$305.53	\$742.14	\$6.00
Hispanic Affairs	3	75.0%	1.0%	\$302.33	\$406.00	\$203.00
Historical Society	40	58.8%	1.2%	\$398.40	\$415.00	\$207.50
House	3	2.6%	1.0%	\$433.47	\$470.50	\$414.96
Human Resources	32	76.2%	1.2%	\$480.03	\$1,100.00	\$175.00
Human Rights Comm	10	43.5%	1.3%	\$365.50	\$500.00	\$215.00
Idaho Code Comm	0	0.0%	0.0%	\$0.00	\$0.00	\$0.00
Idaho State University	1310	72.1%	1.0%	\$430.89	\$1,749.70	\$67.39
Ind Living Council	3	75.0%	1.4%	\$400.00	\$594.27	\$225.04
Industrial Comm	126	92.0%	1.0%	\$382.18	\$814.41	\$131.19
Insurance	67	91.8%	1.0%	\$390.79	\$833.04	\$113.26
Insurance Fund	0	0.0%	0.0%	\$0.00	\$0.00	\$0.00
Investment Bd	3	27.3%	1.5%	\$873.33	\$1,920.00	\$150.00
Judicial Branch	249	81.9%	1.0%	\$714.39	\$1,057.00	\$50.00
Juvenile Corrections	297	86.1%	1.2%	\$394.43	\$850.00	\$147.00



## Distribution of One-Time Increases FY 2006 (cont'd)

Agency Name	Number of One Time Increases	Percent of Employees Receiving Increase	Average Percent Increase	Average Increase Amount	Maximum Increase Amount	Minimum Increase Amount
Lands	355	74.3%	1.4%	\$382.53	\$937.04	\$200.00
Lava Hot Springs	13	22.4%	1.9%	\$302.31	\$400.00	\$200.00
Legislative Services	61	89.7%	1.1%	\$605.82	\$960.00	\$325.00
Lewis & Clark St College	321	29.6%	1.0%	\$307.85	\$714.00	\$20.00
Lieutenant Governor	1	16.7%	1.1%	\$343.20	\$343.20	\$343.20
Liquor Dispensary	187	67.0%	1.2%	\$241.12	\$824.72	\$9.92
Lottery Comm	45	83.3%	1.0%	\$360.05	\$806.00	\$105.77
Medicine Bd	12	31.6%	1.0%	\$362.88	\$691.20	\$205.20
Military Division	189	79.7%	1.0%	\$440.26	\$1,273.59	\$8.69
Nursing Bd	6	28.6%	1.2%	\$381.67	\$657.00	\$218.00
Occupational License	16	9.7%	1.0%	\$325.00	\$590.00	\$180.00
Office on Aging	16	61.5%	1.0%	\$428.50	\$648.75	\$96.43
Optometry Bd	0	0.0%	0.0%	\$0.00	\$0.00	\$0.00
Outfit & Guides Bd	5	19.2%	1.2%	\$383.86	\$619.61	\$244.49
Parks & Recreation	193	49.4%	1.2%	\$294.55	\$739.28	\$100.00
PERSI	54	85.7%	1.1%	\$384.37	\$1,070.10	\$131.56
Pharmacy Bd	11	64.7%	1.0%	\$362.17	\$700.12	\$201.14
Prof-Tech Education	39	88.6%	1.0%	\$468.38	\$901.89	\$211.43
Public Television	55	54.5%	1.0%	\$350.02	\$636.69	\$76.05
Public Utilities Comm	41	89.1%	1.0%	\$501.03	\$1,069.60	\$229.60
Racing Comm	3	20.0%	2.0%	\$666.67	\$666.67	\$666.66
Real Estate Comm	10	52.6%	1.2%	\$422.68	\$616.72	\$214.45
Secretary of State	26	83.9%	1.0%	\$387.53	\$772.51	\$212.16
Senate	6	13.6%	0.9%	\$276.47	\$522.04	\$105.26
Shorthand Report Bd	1	100.0%	1.2%	\$100.00	\$100.00	\$100.00
Species Conservation	4	80.0%	1.7%	\$890.98	\$1,091.58	\$790.19
State Library	34	69.4%	1.2%	\$420.19	\$1,000.00	\$154.89
State Police	439	82.2%	1.1%	\$469.70	\$978.14	\$89.23
Supt of Public Instruction	124	82.1%	1.1%	\$429.21	\$987.00	\$96.00
Tax Appeals	4	66.7%	1.0%	\$450.50	\$634.00	\$269.00
Tax Comm	313	63.4%	1.3%	\$519.46	\$1,395.84	\$148.33
Transportation	1771	91.4%	1.0%	\$357.11	\$1,066.21	\$113.15
Treasurer	13	81.3%	1.5%	\$792.31	\$1,200.00	\$500.00
University of Idaho	1650	58.2%	1.1%	\$475.85	\$1,795.04	\$75.66
Veterans Services	315	85.6%	1.3%	\$263.01	\$1,174.37	\$51.06
Veterinary Med Bd	1	11.1%	2.0%	\$702.70	\$702.70	\$702.70
Vocational Rehab	128	87.7%	1.2%	\$407.40	\$763.78	\$126.16
Water Resources	178	82.8%	1.0%	\$394.27	\$1,058.30	\$3.53
Women's Comm	1	100.0%	1.0%	\$192.00	\$192.00	\$192.00
<b>Totals</b>	<b>18021</b>	<b>71.8%</b>	<b>1.1%</b>	<b>\$414.66</b>	<b>\$4,387.00</b>	<b>\$3.53</b>

# Turnover Analysis

## Criteria for this section:

Data includes only classified employees.

## Separations:

Involuntary Terminations: Dismissals and failure to complete probation.

Terminations: Voluntary terminations.

Retirements: Regular retirements and early retirements.

Layoffs: Reduction in force.

Transfers: Employees transferring to other State agencies.

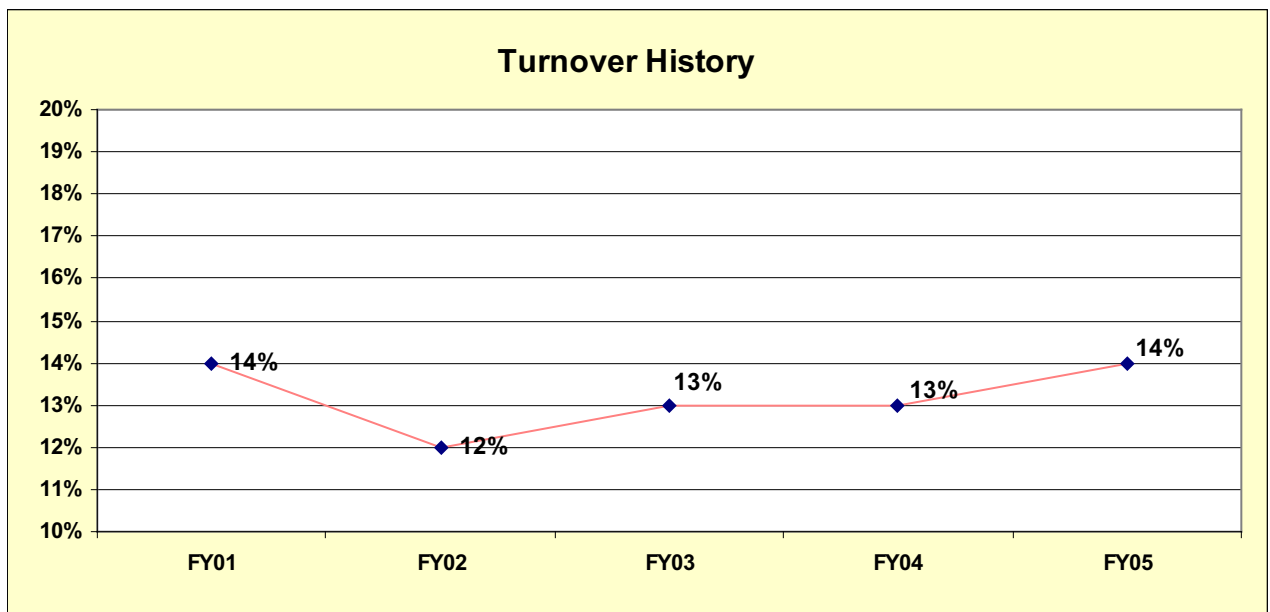
## Definition of Turnover Rate:

Total # of separations

Multiply by 100 percent to change decimal to percent

$$\text{Turnover} = \frac{\text{Separations} \times 100}{((\text{Begin Count} + \text{End Count})/2)}$$

Average # of classified employees



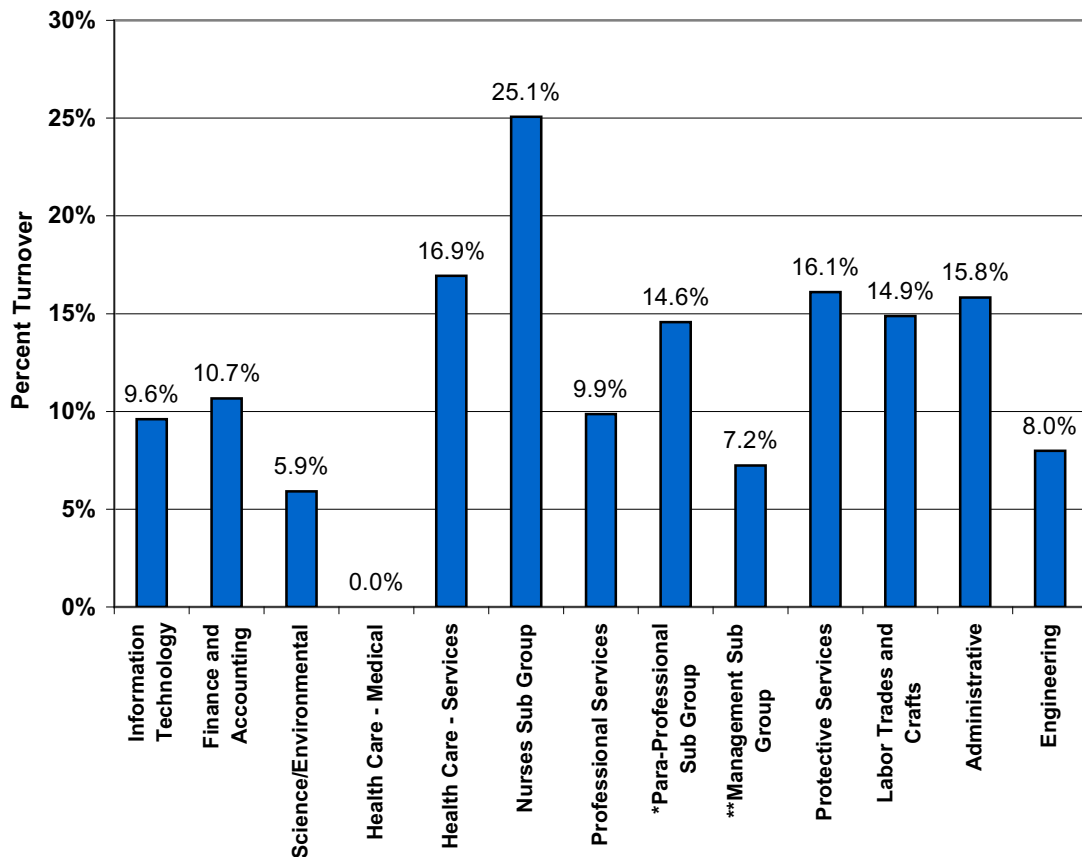
## Separation of Classified Employees by Pay Grade FY2005

<b>Pay Grade</b>	<b>FY2005 Turnover %</b>	<b>FY2004 Turnover %</b>	<b>FY2003 Turnover %</b>	<b>FY2002 Turnover %</b>	<b>FY2001 Turnover %</b>
A	0%	57%	25%	44%	46%
B	26%	29%	25%	23%	29%
C	24%	27%	18%	28%	35%
D	34%	28%	28%	33%	32%
E	22%	19%	20%	20%	21%
F	14%	12%	12%	11%	14%
G	18%	17%	16%	15%	17%
H	8%	10%	9%	8%	10%
I	11%	11%	10%	8%	8%
J	13%	13%	14%	12%	12%
K	9%	11%	11%	9%	12%
L	10%	8%	8%	9%	10%
M	10%	7%	7%	7%	10%
N	7%	6%	8%	6%	7%
O	5%	8%	7%	10%	6%
P	6%	8%	11%	14%	6%
Q	4%	0%	9%	5%	5%
R	0%	0%	0%	0%	75%
S	0%	0%	100%	0%	0%
T	0%	0%	0%	0%	0%
U	0%	0%	0%	0%	0%
V	0%	0%	0%	0%	0%
W	0%	0%	0%	0%	0%
X	0%	22%	0%	7%	14%

## Classified Employee Turnover by Occupational Group FY2005

Occupational Group	# of Employees in Occupational Group	# of Separations in Occupational Group	% of Turnover
Information Technology	563	54	10%
Finance and Accounting	629	67	11%
Science/Environmental	322	19	6%
Health Care - Medical	13	0	0%
Health Care - Services	1,411	239	17%
Nurses Sub Group	499	125	25%
Professional Services	1,958	193	10%
Para-Professional Sub Group	1,036	151	15%
Management Sub Group	263	19	7%
Protective Services	1,386	223	16%
Labor Trades and Crafts	1,284	191	15%
Administrative	2,686	425	16%
Engineering	927	74	8%

### Turnover by Occupational Group





## Turnover of Classified Employees by Classification FY2005

Class Code	Class Title	Average Number Employees	Number of Separations	% Turnover
07799	DEV DIS TECH TRNEE,ISSH	25	28	112%
07610	NURSING ASST, CERTIFIED	73	34	47%
03636	TRANSP TECH APPRENTICE	33	15	46%
08856	JOB SVC CONSULT	23	8	36%
05141	HUMAN RESOURCE SPEC	28	9	33%
02188	DIETARY AIDE, SR	43	14	33%
01922	SAFETY/SECURITY OFCR,DJC	24	7	30%
01121	CUSTOMER SERVICE REP 1	150	42	28%
07606	NURSE, REG	130	36	28%
09212	CORR OFFICER	634	161	25%
07803	DEVELOPMENTL SPEC,CHLDRN	33	8	25%
01114	OFFICE SPECIALIST 1	94	23	24%
01548	SHIP & REC MTRLS HANDLER	22	5	23%
04336	TAX AUDITOR, SR	22	5	23%
01125	RECEPTIONIST	35	8	23%
03704	ENGINEER, STAFF	61	14	23%
01120	CUSTOMER SERVICE REP 2	22	5	23%
07664	CLINICAL ASST	75	17	23%
01103	TECHNICAL RECORDS SPEC 2	63	14	22%
07676	NURSE, LICENSED PRACTICL	114	24	21%
02010	CUSTODIAN	192	40	21%
01239	OFFICE SPECIALIST 2	680	137	20%
08020	ISP REGNL COMUNCTN OFCR	25	5	20%
01655	IT SYSTEMS OPERATOR	20	4	20%
04326	TAX COMPL TECH	25	5	20%
02180	COOK, SENIOR	37	7	19%
07798	DEV DIS TECH,ISSH	164	30	18%
06632	MAINT CRAFTSMAN SR	56	10	18%
02008	CUSTODIAN LEADWORKER	23	4	18%
01586	LIQUOR STORE CLK	74	13	18%
07000	SELF-RELIANCE SPECIALIST	322	56	17%
08854	JOB SVC CONSULT SR	225	37	16%
09423	SOCIAL WORKER	261	41	16%
09258	FOOD SVC OFCR,CORR	39	6	16%
01618	IT PRGRMR ANALYST, SR	39	6	16%
04245	FINANCIAL SPECIALIST, SR	60	9	15%
02931	LIBRARY ASST 1	20	3	15%
06820	CLINICIAN	201	30	15%
09275	REHAB TECH, DJC	94	14	15%
07574	NURSE, REG SR	122	18	15%
04246	FINANCIAL SPECIALIST	56	8	14%
01231	ADMINISTRATIVE ASST 2	178	24	14%

## Turnover of Classified Employees by Classification FY2005 (cont'd)

01663	IT INFO SYSTEMS TECH	45	6	13%
09424	PSYCHOSOCIAL REHAB SPEC	53	7	13%
07931	HEALTH FAC SURVEYOR	31	4	13%
01104	TECHNICAL RECORDS SPEC 1	449	58	13%
01235	ADMINISTRATIVE ASST 1	577	74	13%
07779	PSYCHIATRIC TECH	67	8	12%
06805	CLINICAL SUPV	43	5	12%
01662	IT INFO SYST TECH, SR	53	6	11%
09284	DRUG/ALCOHOL REHAB SPEC	44	5	11%
03638	TRANSP TECH	328	37	11%
06638	UTIL CRAFTSMAN	37	4	11%
01546	STOREKEEPER	56	6	11%
01640	IT SYS INTGR ANALYST, SR	47	5	11%
06646	BUILDING FAC FRMN	28	3	11%
05134	HUMAN RESOURCE SPEC, SR	28	3	11%
08016	ISP TROOPER	140	15	11%
04250	FINANCIAL SUPPORT TECH	75	8	11%
05159	PERSONNEL TECH	30	3	10%
09356	PROB&PAROLE OFCR,SR	119	12	10%
00984	P&R RANGER	40	4	10%
09058	PROGRAM SPEC - DHW	20	2	10%

## Number of Classified Employees by Agency FY2005

Agency	Average Number of Employees FY 2005	Average Number of Employees FY 2004	Average Number of Employees FY 2003	Average Number of Employees FY 2002	Average Number of Employees FY 2001
Accountancy Bd	3	3	3	3	3
Administration	141	144	144	149	147
Agriculture	187	177	181	181	175
Appellate Public Defender	0	0	0	0	0
Arts Comm	0	0	0	0	0
Athletic Comm	0	0	0	0	0
Attorney General	0	1	1	1	1
Blind Comm	39	40	40	42	42
Boise State University	650	650	630	640	644
Brand Inspector	36	37	37	36	32
Building Safety	124	112	109	109	110
Commerce	0	0	41	43	43
Commerce and Labor	655	662	590	536	537
Controller	0	0	0	0	0
Correction	1420	1,368	1,371	1,349	1,346
Correctional Industries	0	0	0	0	0
Deaf & Blind School	55	51	51	54	56
Dentistry Bd	1	1	1	1	1
Disability Determinations	0	0	0	51	47
Eastern Id Tech College	29	27	28	30	28
Education Bd	1	1	1	1	2
Engr & Surveyors Bd	2	2	2	2	2
Environmental Quality	349	344	338	352	335
Finance	39	37	39	41	40
Financial Management	6	7	8	8	9
Fish & Game	495	492	488	481	471
Geologist Bd	0	0	0	0	0
Governor	0	0	0	0	0
Health & Welfare	2759	2,770	2,763	2,809	2,899
Health District I	145	143	140	140	141
Health District II	55	54	51	50	51
Health District III	95	95	90	92	93
Health District IV	131	125	126	124	129
Health District V	80	78	78	80	82
Health District VI	126	126	123	128	131
Health District VII	89	90	88	91	101
Hispanic Affairs	2	2	2	2	3
Historical Society	41	40	41	45	47
House	0	0	0	0	0
Human Resources	34	34	34	33	33
Human Rights Comm	10	11	12	12	11
Idaho Code Comm	0	0	0	0	0
Idaho State University	629	615	618	614	623
Ind Living Council	1	1	0	0	0
Industrial Comm	73	71	70	73	73
Insurance	61	60	61	58	55
Insurance Fund	11	13	0	0	0

## Number of Classified Employees by Agency FY2005 (cont'd)

Agency	Average Number of Employees FY 2005	Average Number of Employees FY 2004	Average Number of Employees FY 2003	Average Number of Employees FY 2002	Average Number of Employees FY 2001
Investment Bd	2	2	2	2	2
Judicial Branch	0	0	0	0	0
Juvenile Corrections	325	323	329	328	293
Lands	233	231	231	228	226
Lava Hot Springs	8	8	8	8	8
Legislative Services	0	0	0	0	0
Lewis & Clark St College	125	117	109	109	104
Lieutenant Governor	0	0	0	0	0
Liquor Dispensary	160	156	150	148	146
Lottery Comm	14	14	14	14	12
Medicine Bd	9	8	8	8	8
Military Division	0	0	0	0	0
Nursing Bd	5	5	5	5	5
Occupational License	20	17	16	16	16
Office on Aging	13	13	13	12	12
Optometry Bd	0	0	0	0	0
Outfit & Guides Bd	4	4	5	5	5
Parks & Recreation	143	138	142	145	147
PERSI	56	58	59	59	55
Pharmacy Bd	10	9	8	8	9
Prof-Tech Education	15	15	15	15	16
Public Television	48	45	45	47	46
Public Utilities Comm	35	36	36	36	36
Racing Comm	2	2	2	2	2
Real Estate Comm	12	12	12	11	13
Secretary of State	0	0	0	0	0
Senate	0	0	0	0	0
Shorthand Report Bd	0	0	0	0	0
Species Conservation	0	0	0	0	0
State Library	39	40	40	42	41
State Police	463	456	457	465	462
Supt of Public Instruction	49	50	49	50	50
Tax Appeals	2	2	2	2	2
Tax Comm	397	382	376	385	396
Transportation	1751	1,757	1,759	1,759	1,758
Treasurer	0	0	0	0	0
University of Idaho	0	0	0	0	0
Veterans Services	262	251	253	233	238
Veterinary Med Bd	0	1	1	1	1
Vocational Rehab	56	61	56	61	59
Water Resources	163	162	163	169	172
Women's Comm	0	0	0	0	0
<b>Average # Employees</b>	<b>12983</b>	<b>12,845</b>	<b>12,753</b>	<b>12,834</b>	<b>12,883</b>

## Turnover of Classified Employees by Agency FY2005

Agency	Average Number of Employees FY 2005	% of Turnover FY 2005	% of Turnover FY 2004	% of Turnover FY 2003	% of Turnover FY 2002	% of Turnover FY 2001
Accountancy Bd	3	33%	0%	0%	0%	0%
Administration	141	14%	10%	4%	12%	15%
Agriculture	187	9%	12%	13%	9%	12%
Appellate Public Defender	0	0%	0%	0%	0%	0%
Arts Comm	0	0%	0%	0%	0%	0%
Athletic Comm	0	0%	0%	0%	0%	0%
Attorney General	0	0%	0%	0%	0%	0%
Blind Comm	39	5%	8%	18%	7%	7%
Boise State University	650	14%	19%	17%	15%	18%
Brand Inspector	36	9%	0%	5%	8%	6%
Building Safety	124	15%	4%	14%	10%	7%
Commerce	0	0%	0%	24%	7%	12%
Commerce and Labor	655	14%	11%	9%	7%	10%
Controller	0	0%	0%	0%	0%	0%
Correction	1,420	18%	18%	18%	14%	20%
Correctional Industries	0	0%	0%	0%	0%	0%
Deaf & Blind School	55	7%	14%	14%	6%	2%
Dentistry Bd	1	0%	0%	0%	0%	0%
Disability Determinations	0	0%	0%	0%	14%	6%
Eastern Id Tech College	29	0%	22%	11%	17%	18%
Education Bd	1	100%	0%	0%	0%	50%
Engr & Surveyors Bd	2	50%	0%	50%	50%	0%
Environmental Quality	349	6%	6%	9%	6%	11%
Finance	39	10%	22%	10%	5%	10%
Financial Management	6	0%	14%	0%	0%	11%
Fish & Game	495	5%	7%	5%	6%	8%
Geologist Bd	0	0%	0%	0%	0%	0%
Governor	0	0%	0%	0%	0%	0%
Health & Welfare	2,759	17%	17%	15%	15%	14%
Health District I	145	23%	11%	16%	19%	13%
Health District II	55	11%	13%	12%	14%	16%
Health District III	95	21%	27%	17%	25%	26%
Health District IV	131	23%	20%	17%	21%	16%
Health District V	80	15%	16%	15%	20%	6%
Health District VI	126	23%	19%	20%	21%	15%
Health District VII	89	14%	15%	6%	29%	19%
Hispanic Affairs	2	0%	0%	0%	100%	0%
Historical Society	41	5%	5%	12%	22%	6%
House	0	0%	0%	0%	0%	0%
Human Resources	34	18%	12%	12%	15%	24%
Human Rights Comm	10	10%	19%	0%	0%	0%
Idaho Code Comm	0	0%	0%	0%	0%	0%
Idaho State University	629	12%	14%	11%	12%	18%
Ind Living Council	1	100%	0%	0%	0%	0%
Industrial Comm	73	21%	17%	16%	18%	11%
Insurance	61	8%	19%	12%	10%	15%
Insurance Fund	11	0%	0%	0%	0%	0%



## Turnover of Classified Employees by Agency FY2005 (cont'd)

Agency	Average Number of Employees FY 2005	% of Turnover FY 2005	% of Turnover FY 2004	% of Turnover FY 2003	% of Turnover FY 2002	% of Turnover FY 2001
Investment Bd	2	67%	50%	0%	0%	0%
Judicial Branch	0	0%	0%	0%	0%	0%
Juvenile Corrections	325	16%	16%	16%	14%	16%
Lands	233	13%	9%	4%	11%	10%
Lava Hot Springs	8	0%	13%	13%	0%	13%
Legislative Services	0	0%	0%	0%	0%	0%
Lewis & Clark St College	125	12%	13%	11%	14%	16%
Lieutenant Governor	0	0%	0%	0%	0%	0%
Liquor Dispensary	160	13%	12%	9%	13%	11%
Lottery Comm	14	7%	7%	0%	7%	25%
Medicine Bd	9	12%	25%	13%	0%	13%
Military Division	0	0%	0%	0%	0%	0%
Nursing Bd	5	0%	89%	20%	20%	20%
Occupational License	20	26%	6%	26%	13%	19%
Office on Aging	13	8%	0%	0%	17%	33%
Optometry Bd	0	0%	0%	0%	0%	0%
Outfit & Guides Bd	4	0%	0%	22%	20%	0%
Parks & Recreation	143	10%	12%	11%	12%	10%
PERSI	56	5%	9%	12%	5%	16%
Pharmacy Bd	10	11%	0%	0%	0%	22%
Prof-Tech Education	15	14%	21%	0%	7%	19%
Public Television	48	11%	11%	11%	17%	9%
Public Utilities Comm	35	23%	6%	8%	3%	6%
Racing Comm	2	0%	0%	0%	0%	0%
Real Estate Comm	12	75%	0%	0%	45%	23%
Secretary of State	0	0%	0%	0%	0%	0%
Senate	0	0%	0%	0%	0%	0%
Shorthand Report Bd	0	0%	0%	0%	0%	0%
Species Conservation	0	0%	0%	0%	0%	0%
State Library	39	16%	15%	15%	10%	12%
State Police	463	9%	13%	8%	9%	9%
Supt of Public Instruction	49	19%	16%	12%	10%	18%
Tax Appeals	2	0%	0%	0%	0%	0%
Tax Comm	397	12%	9%	11%	10%	14%
Transportation	1,751	8%	7%	8%	6%	8%
Treasurer	0	0%	0%	0%	0%	0%
University of Idaho	0	0%	0%	0%	0%	0%
Veterans Services	262	26%	22%	29%	32%	41%
Veterinary Med Bd	0	0%	100%	200%	100%	0%
Vocational Rehab	56	36%	13%	25%	11%	19%
Water Resources	163	7%	12%	6%	9%	8%
Women's Comm	0	0%	0%	0%	0%	0%
<b>Average %</b>	<b>12,983</b>	<b>14%</b>	<b>13%</b>	<b>13%</b>	<b>12%</b>	<b>14%</b>

# Voluntary Turnover of Classified Employees by Agency FY2005

Agency	% Turnover FY 2005	% Turnover FY 2004	% Turnover FY 2003	% Turnover FY 2002	% Turnover FY 2001
Accountancy Bd	0%	0%	0%	0%	0%
Administration	9%	7%	3%	5%	12%
Agriculture	6%	10%	8%	6%	4%
Blind Comm	3%	5%	13%	5%	7%
Boise State University	9%	13%	11%	9%	14%
Brand Inspector	6%	0%	0%	6%	0%
Building Safety	6%	2%	6%	2%	5%
Commerce and Labor	7%	7%	6%	3%	6%
Correction	12%	12%	10%	9%	15%
Deaf & Blind School	4%	11%	2%	4%	0%
Dentistry Bd	0%	0%	0%	0%	0%
Eastern Id Tech College	0%	14%	4%	18%	16%
Education Bd	100%	0%	0%	0%	0%
Engr & Surveyors Bd	50%	0%	0%	0%	0%
Environmental Quality	5%	4%	6%	5%	9%
Finance	5%	11%	5%	0%	5%
Financial Management	0%	14%	0%	0%	0%
Fish & Game	3%	3%	2%	3%	3%
Health & Welfare	10%	10%	9%	8%	9%
Health District I	11%	9%	16%	10%	12%
Health District II	4%	7%	8%	10%	10%
Health District III	9%	17%	15%	17%	22%
Health District IV	10%	14%	11%	11%	10%
Health District V	9%	6%	6%	14%	4%
Health District VI	9%	14%	14%	14%	12%
Health District VII	8%	11%	5%	12%	14%
Hispanic Affairs	0%	0%	0%	67%	0%
Historical Society	2%	2%	5%	12%	5%
Human Resources	15%	6%	6%	3%	17%
Human Rights Comm	10%	10%	0%	0%	0%
Idaho State University	8%	10%	8%	12%	16%
Ind Living Council	0%	0%	0%	0%	0%
Industrial Comm	15%	14%	12%	13%	7%
Insurance	8%	10%	8%	5%	10%
Insurance Fund	0%	0%	0%	6%	8%
Investment Bd	67%	0%	0%	0%	0%
Juvenile Corrections	11%	11%	11%	9%	14%
Lands	9%	4%	1%	6%	4%
Lava Hot Springs	0%	13%	13%	0%	0%
Lewis & Clark St College	11%	13%	12%	14%	17%
Liquor Dispensary	9%	7%	3%	3%	6%
Lottery Comm	7%	0%	0%	0%	18%
Medicine Bd	12%	13%	0%	0%	0%
Nursing Bd	0%	44%	0%	0%	18%
Occupational License	26%	0%	19%	6%	13%
Office on Aging	8%	0%	0%	9%	27%
Outfit & Guides Bd	0%	0%	0%	25%	0%
Parks & Recreation	8%	8%	7%	6%	8%

## Voluntary Turnover of Classified Employees by Agency FY2005 (cont'd)

Agency	% Turnover FY 2005	% Turnover FY 2004	% Turnover FY 2003	% Turnover FY 2002	% Turnover FY 2001
PERSI	2%	7%	7%	4%	17%
Pharmacy Bd	11%	0%	0%	0%	29%
Prof-Tech Education	7%	7%	0%	7%	6%
Public Television	6%	11%	11%	9%	7%
Public Utilities Comm	12%	0%	6%	0%	3%
Racing Comm	0%	0%	0%	0%	0%
Real Estate Comm	58%	0%	0%	27%	24%
State Library	5%	15%	10%	7%	10%
State Police	6%	7%	6%	6%	5%
Supt of Public Instruction	14%	10%	8%	6%	12%
Tax Appeals	0%	0%	0%	0%	0%
Tax Comm	7%	4%	7%	5%	9%
Transportation	5%	4%	4%	2%	4%
Veterans Services	16%	15%	19%	26%	29%
Veterinary Med Bd	0%	100%	0%	100%	0%
Vocational Rehab	25%	11%	22%	7%	22%
Water Resources	4%	9%	1%	5%	4%
<b>% Turnover</b>	<b>9%</b>	<b>8%</b>	<b>8%</b>	<b>7%</b>	<b>9%</b>

## Separation of Classified Employees by Agency FY2005

Agency	Involuntary Terminations	Terminations	Retirements	Layoffs	Transfers
Accountancy Bd	0	1	0	0	0
Administration	1	9	3	2	4
Agriculture	0	12	2	1	2
Appellate Public Defender	0	0	0	0	0
Arts Comm	0	0	0	0	0
Athletic Comm	0	0	0	0	0
Attorney General	0	0	0	0	0
Blind Comm	0	2	0	0	0
Boise State University	9	66	10	1	6
Brand Inspector	1	2	0	0	0
Building Safety	4	7	5	1	2
Commerce	0	0	0	0	0
Commerce and Labor	3	52	21	6	8
Controller	0	0	0	0	0
Correction	28	178	15	12	15
Correctional Industries	0	0	0	0	0
Deaf & Blind School	0	3	1	0	0
Dentistry Bd	0	0	0	0	0
Eastern Id Tech College	0	0	0	0	0
Education Bd	0	1	0	0	0
Engr & Surveyors Bd	0	1	0	0	0
Environmental Quality	1	16	2	0	3
Finance	0	2	1	1	0
Financial Management	0	0	0	0	0
Fish & Game	1	12	9	1	3
Geologist Bd	0	0	0	0	0
Governor	0	0	0	0	0
Health & Welfare	45	324	73	17	19
Health District I	1	17	1	12	2
Health District II	0	2	4	0	0
Health District III	5	11	2	1	1
Health District IV	6	15	4	3	2
Health District V	0	9	2	0	1
Health District VI	4	18	2	4	1
Health District VII	0	8	2	0	2
Hispanic Affairs	0	0	0	0	0
Historical Society	0	0	1	0	1
House	0	0	0	0	0
Human Resources	0	4	0	0	2
Human Rights Comm	0	1	0	0	0
Idaho Code Comm	0	0	0	0	0
Idaho State University	11	52	6	1	2
Ind Living Council	0	0	1	0	0
Industrial Comm	0	11	2	0	2
Insurance	0	4	0	0	1
Insurance Fund	0	0	0	0	0
Investment Bd	0	1	0	0	0

## Separation of Classified Employees by Agency FY2005 (cont'd)

Agency	Involuntary Terminations	Terminations	Retirements	Layoffs	Transfers
Judicial Branch	0	0	0	0	0
Juvenile Corrections	9	36	1	2	3
Labor	0	0	0	0	0
Lands	0	13	9	0	8
Lava Hot Springs	0	0	0	0	0
Legislative Services	0	0	0	0	0
Lewis & Clark St College	0	14	1	0	0
Lieutenant Governor	0	0	0	0	0
Liquor Dispensary	2	15	2	0	1
Lottery Comm	0	1	0	0	0
Medicine Bd	0	1	0	0	0
Military Division	0	0	0	0	0
Nursing Bd	0	0	0	0	0
Occupational License	0	5	0	0	0
Office on Aging	0	0	0	0	1
Optometry Bd	0	0	0	0	0
Outfit & Guides Bd	0	0	0	0	0
Parks & Recreation	0	10	2	0	2
PERSI	0	1	2	0	0
Pharmacy Bd	0	0	0	0	1
Prof-Tech Education	0	1	1	0	0
Public Television	0	3	2	0	0
Public Utilities Comm	0	4	4	0	0
Racing Comm	0	0	0	0	0
Real Estate Comm	1	7	1	0	0
Secretary of State	0	0	0	0	0
Senate	0	0	0	0	0
Shorthand Report Bd	0	0	0	0	0
Species Conservation	0	0	0	0	0
State Library	0	2	3	1	0
State Police	6	25	7	0	3
Supt of Public Instruction	1	6	1	0	1
Tax Appeals	0	0	0	0	0
Tax Comm	0	33	7	2	4
Transportation	10	83	31	5	10
Treasurer	0	0	0	0	0
University of Idaho	0	0	0	0	0
Veterans Services	6	52	6	2	3
Veterinary Med Bd	0	0	0	0	0
Vocational Rehab	1	15	1	0	3
Water Resources	0	4	5	0	3
Women's Comm	0	0	0	0	0
<b>Total</b>	<b>156</b>	<b>1,172</b>	<b>255</b>	<b>75</b>	<b>122</b>
<b>Statewide Total -</b>	<b>1,780</b>				





## Section Three

# References

# Pay Schedule

Effective 6/9/2002

Hourly Pay																	
Pay Grade	Hay Points			Range Spread	Range Advance	Annual Pay			Minimum		Policy		Maximum				
	Min	Mid	Max			Minimum	Policy	Maximum	Rate	% of Policy	Rate	% of Policy	Rate	% of Policy			
A		99	106	67%	11%	\$12,604	\$16,827	\$21,028	\$6.06	75%	\$8.09	125%	\$10.11				
B	107	114	122	67%	11%	\$13,915	\$18,595	\$23,254	\$6.69	75%	\$8.94	125%	\$11.18				
C	123	131	140	67%	11%	\$15,412	\$20,571	\$25,708	\$7.41	75%	\$9.89	125%	\$12.36				
D	141	151	161	67%	11%	\$17,160	\$22,921	\$28,662	\$8.25	75%	\$11.02	125%	\$13.78				
E	162	173	185	67%	12%	\$19,073	\$25,480	\$31,844	\$9.17	75%	\$12.25	125%	\$15.31				
F	186	200	213	67%	12%	\$21,444	\$28,641	\$35,796	\$10.31	75%	\$13.77	125%	\$17.21				
G	214	229	245	67%	12%	\$23,982	\$32,032	\$40,040	\$11.53	75%	\$15.40	125%	\$19.25				
H	246	263	281	67%	8%	\$26,956	\$36,004	\$45,011	\$12.96	75%	\$17.31	125%	\$21.64				
I	282	303	325	66%	8%	\$29,244	\$38,729	\$48,422	\$14.06	75%	\$18.62	125%	\$23.28				
J	326	349	374	66%	9%	\$31,720	\$42,016	\$52,520	\$15.25	75%	\$20.20	125%	\$25.25				
K	375	401	430	66%	9%	\$34,507	\$45,697	\$57,116	\$16.59	75%	\$21.97	125%	\$27.46				
L	431	461	492	66%	10%	\$37,731	\$49,982	\$62,483	\$18.14	75%	\$24.03	125%	\$30.04				
M	493	531	566	66%	6%	\$41,496	\$54,953	\$68,702	\$19.95	75%	\$26.42	125%	\$33.03				
N	567	610	655	65%	7%	\$44,200	\$58,489	\$73,112	\$21.25	75%	\$28.12	125%	\$35.15				
O	656	702	753	65%	8%	\$47,382	\$62,691	\$78,374	\$22.78	75%	\$30.14	125%	\$37.68				
P	754	807	867	65%	8%	\$51,001	\$67,496	\$84,364	\$24.52	75%	\$32.45	125%	\$40.56				
Q	868	928	997	65%	8%	\$55,203	\$73,049	\$91,312	\$26.54	75%	\$35.12	125%	\$43.90				
R	998	1067	1146	65%	7%	\$59,841	\$79,227	\$99,028	\$28.77	75%	\$38.09	125%	\$47.61				
S	1147	1227	1319	66%	7%	\$63,814	\$84,489	\$105,622	\$30.68	75%	\$40.62	125%	\$50.78				
T	1320	1412	1516	65%	8%	\$68,411	\$90,563	\$113,214	\$32.89	75%	\$43.54	125%	\$54.43				
U	1517	1623	1744	65%	8%	\$73,652	\$97,489	\$121,867	\$35.41	75%	\$46.87	125%	\$58.59				
V	1745	1867	2006	65%	9%	\$79,705	\$105,518	\$131,892	\$38.32	75%	\$50.73	125%	\$63.41				
W	2007	2147	2307	65%	9%	\$86,673	\$114,712	\$143,395	\$41.67	75%	\$55.15	125%	\$68.94				
X	2308	2469		65%	0%	\$94,660	\$125,299	\$156,624	\$45.51	75%	\$60.24	125%	\$75.30				

# Performance Management Rating Levels

## Exemplary Performance

This employee performs at a level that results in significant accomplishments that may not have been otherwise achieved; has a strong sense of mission and seeks out responsibility; shows a comprehensive understanding of the organization's or team's goals and is exemplary in meeting them. This employee is a master of the skills and abilities required for the job; is highly knowledgeable; is sought by others for leadership, counsel, information, and/or direction. This employee may mentor or teach others; creates and maintains a motivating environment conducive to retention; is a role model for behaviors necessary for success.

This employee may demonstrate excellent leadership skills. This employee develops effective working partnerships with other employees, managers, teams, units, agencies, and/or external customers; has a significant positive impact on the achievement of organizational or team goals. This employee is proactive and demonstrates foresight in correcting situations that may cause future problems; demonstrates innovation in meeting organizational or team challenges. This employee demonstrates behaviors that foster positive communication at multiple levels; inspires, challenges, and may provide development opportunities for staff.

## Solid Sustained Performance

This employee demonstrates good solid performance in critical areas and exhibits sustained support of goals. This employee is effective, consistent, and competent in meeting job expectations and communicating with staff; may train and guide staff and hold them accountable to meet job expectations and objectives. This employee demonstrates behaviors that result in posi-

tive working relationships. This employee consistently demonstrates good knowledge, skills, and abilities required to meet job expectations.

This employee has the ability to handle a variety of interpersonal situations. This employee occasionally performs above expectations in meeting deadlines, using critical thinking skills, and creativity to accomplish tasks, projects, and objectives. This employee may seek out additional responsibility.

## Achieves Performance Standards

This employee meets job expectations. This employee may sometimes require more supervision, and work may require more revision or adjustment to meet expectations. Assignments are completed but occasionally require assistance from supervisor or peers.

OR

This employee is developing new skills and gaining new knowledge, leading toward performing all expectations and objectives of the job. This employee may be new to the position or job duties and may not have completed a full work cycle; this employee is still learning the job. This employee may need time to develop skills to be more proficient in the current position.

## Does Not Achieve Performance Standards

This employee's performance needs improvement and/or is inconsistent. This employee may fail to meet one or more core performance standards and/or key job expectations and has an identified action plan to ensure progress toward achieving all performance standards. Work previously identified as less than acceptable has not yet reached the expected level of performance.

## Description of CEC Salary Surveys

A salary survey provides wage data for a defined geography, industry, occupational group, or level of job. For a salary survey to be considered by DHR, it needs to be reputable, scientific, unbiased, and have job descriptions detailed enough to accurately match jobs. DHR does not use any salary survey information produced by special interest groups such as: trade groups, employee associations, or organized labor.

Wages are primarily driven by large established organizations. Survey data is not readily available for small independent businesses. Small businesses are often owner operated, may employ family members and often do not use standardized compensation plans. This year, the following six third-party salary surveys were used to establish labor market rates.

1. The Western Management Group took over the Idaho Compensation and Benefits Survey, that was conducted by 4HR last year, only 25 of the Idaho companies made the transition the first year. The survey also includes employers in contiguous States surveys. 395 jobs with data compiled from 150 companies from Idaho and neighboring states. A list of participants is included in the FY2007 CEC supplement.

2. The Western States Salary Survey, prepared by the Central States Compensation Association, surveys 214 state government jobs with data compiled from 9 states (WA, OR, NV, UT, NM, AZ, CO, WY and MT).

3. The Northwest Management and Professional Salary Survey, prepared by Milliman, surveys 178 jobs from 253 public and private organizations in the northwest. This survey provides salary data for more traditional management and professional level jobs.

4. The Northwest Health Care Industry Salary Survey, prepared by Milliman, surveys 240 jobs from 134 major northwest hospitals. This survey represents salary data for some of the hottest jobs on the market.

5. The Northwest IT Professionals Survey prepared by Milliman, surveys 111 information technology jobs from 64 public and private organizations in the northwest.

6. The ERI Salary Assessor is a survey that compiles and reports salary data from numerous salary surveys across the country. This data can be indexed to local markets. The Salary Assessor reports salary data for more than 5,500 jobs.

Methodology:

Benchmark jobs are identified and used as anchors for comparing internal pay levels to the external labor market. State jobs are matched to jobs in the third-party surveys by reading job descriptions, evaluating work, and making comparisons. Strong survey data needs to exist for a job to be considered a benchmark.

Accurate wage analysis requires that the sample of benchmark jobs statistically represent the organization's entire job population. This year's market analysis fulfills this requirement by covering 8,869 (68 percent of the classified workforce) employees assigned to 324 different jobs.

After the benchmarks have been identified and the jobs matched, each salary is weighted according to the number of employees in a given classification. The weighted averages as reported by respective salary surveys are compared to wages of employees who hold benchmark positions. The overall competitive position is calculated as follows:

Overall Competitive Market Position = (sum of actual employee salaries – sum of survey salaries) / sum of survey salaries.



Wage Analysis Benchmark Classifications							
Surveys Key:							
Western Man:	Northwest and Mountain States Survey						
CSCA:	Western States Salary Survey						
Mill HCI:	Northwest Health Care Industry Salary Survey						
Mill IT:	Northwest IT Professionals Survey						
Mill Man:	Northwest Management and Professional Salary Survey						
ERI:	ERI Salary Assessor						
X	Represents Survey Match						
		Survey Data					
Code	Classification Description	Western Man	CSCA	Mill HCI	Mill IT	Mill Man	ERI
1130	Account Collection Specialist						X
1235	Administrative Assistant 1	X	X				X
1231	Administrative Assistant 2	X					
5901	Administrative Procedures Coordinator						X
0375	Agriculture Investigator, Senior		X				
6794	Aircraft Mechanic		X				X
7042	Analyst 2	X					
7046	Analyst 4	X					
7048	Analyst 5	X					
2724	Archaeologist						X
2722	Archaeologist, State						X
2726	Archaeologist, Transportation						X
6500	Architect, Project		X				X
2744	Archivist						X
2740	Archivist, State						X
2650	Athletic Equipment Manager						X
5912	Attorney 2						X
3326	Biologist, Aquatic						X
0836	Biologist, Staff						X
0943	Biologist, Wildlife Research Senior		X				
5282	Box Office Manager						X
6646	Building Facility Foreman	X					X
6626	Building Operations Manager	X				X	
1536	Buyer	X					X
1535	Buyer Trainee	X					X
4859	Buyer, Division of Purchasing	X					
1538	Buyer, Senior	X	X			X	X
2195	Canteen Manager						X
2197	Canteen Worker						X
6534	Carpenter	X	X				X
6536	Carpenter Foreman						X
3618	Cartographer						X
7404	Chemist, Principal	X					
7405	Chemist, Senior	X	X			X	X
1611	Chief Technology Officer-ITD				X		
7830	Child Care Provider						X
5932	Civil Rights Manager					X	
7203	Clinical Specialist		X				
6820	Clinician		X	X			
8854	Commerce & Labor Consultant, Senior		X				
8852	Commerce & Labor Supervisor		X				
5152	Compensation Analyst	X					
5154	Compensation Manager, State	X	X			X	X
5290	Concession Manager						X
0863	Conservation Officer, Senior		X				
6530	Construction Foreman						X
2182	Cook			X			X
9212	Correctional Officer		X				
9210	Correctional Sergeant		X				
2068	Cosmetologist, H&W						X
9467	Counselor for the Blind		X	X			
2713	Curator						X
2010	Custodian	X	X				X
2006	Custodian Foreman						X
1121	Customer Service Representative 1	X					
1120	Customer Service Representative 2	X					
7392	Cytogenetic Technologist						X
7338	Dental Assistant, Chairside						X
7340	Dental Assistant, Expanded Function			X			
7309	Dental Hygienist		X	X			X
1440	Desktop Publishing Specialist	X					X
7794	Developmental Disabilities Supervisor, ISSH		X				
2186	Dietary Aide			X			X



Code	Classification Description	Survey Data					
		Western Man	CSCA	Mill HCl	Mill IT	Mill Man	ERI
2188	Dietary Aide, Senior			X			X
2148	Dietary Services Manager			X			
2150	Dietitian, Clinical		X	X			X
9450	Disability Claims Adjudicator		X				
3625	Drafter, Architectural						X
3626	Drafter, Civil						X
3162	Driller						X
9284	Drug and Alcohol Rehabilitation Specialist		X	X			
5228	Economist		X				X
6538	Electrician	X	X				X
6726	Electronic Repair Specialist						X
6720	Electronics Digital Equipment Specialist		X				
6724	Electronics Specialist	X					
8937	Employee Benefits Administration Manager					X	X
5146	Employee Benefits Specialist	X					
3702	Engineer, Associate	X					
3714	Engineer, Manager 3	X	X				
3704	Engineer, Staff	X	X				
3706	Engineer, Technical 1	X	X				
3708	Engineer, Technical 2	X					
3700	Engineer-In-Training	X	X				
7547	Environmental Health Specialist 2		X				
7232	Epidemiologist, Staff		X				X
5939	Equal Employment Opportunity Officer						X
6321	Equipment Operator, Construction						X
3042	Facilities Manager					X	X
4419	Financial Institution Examiner 3		X				
5209	Financial Management Analyst, Senior	X					
4242	Financial Manager	X				X	X
4241	Financial Officer		X				
4246	Financial Specialist	X	X			X	
4244	Financial Specialist, Principal	X				X	
4245	Financial Specialist, Senior	X					
4250	Financial Support Technician	X					X
4248	Financial Technician	X	X	X			X
4247	Financial Unit Supervisor	X					
8024	Fingerprint Technician, Senior		X				
8582	Flight Operations Director						X
2140	Food Service Supervisor			X			X
9256	Food Service Supervisor, Correction		X				
8933	Fraud Investigator						X
4220	General Services Manager						X
3304	Geologist, Engineering		X				
3690	Grants/Contracts Program Specialist		X				
2762	Graphics Design Specialist	X	X			X	X
1430	Graphics Design Supervisor					X	
8936	Group Insurance Claims Technician						X
8938	Group Insurance Contracts Administrator	X					
3384	Health and Safety Program / Risk Manager	X					X
3386	Health and Safety Specialist	X	X				X
2355	Health Education Specialist		X				X
7931	Health Facility Surveyor		X				
2345	Health Information Manager						X
8508	Health, Safety, and Security Director	X					
2225	Healthy Connections Representative		X				
2705	Historian						X
2720	Historic Preservation Review Officer		X				
2714	Historic Sites Administrator						X
9490	Home Economist						X
7248	Home Health Administrator			X			X
7680	Home Health Services Aide			X			X
7684	Homemaker						X
7636	Homemaker Coordinator						X
7682	Homemaker/Client Care Assistant						X
5158	Human Resource Associate	X					X
5130	Human Resource Manager	X				X	X
5131	Human Resource Officer	X	X				X
5141	Human Resource Specialist	X	X				X
5134	Human Resource Specialist, Senior	X	X	X		X	
5150	Human Resource Supervisor, DHR					X	X
5172	Human Resources Unit Supervisor	X					X
9421	Human Services Supervisor		X				
6616	HVAC Specialist	X	X				X
3310	Hydrogeologist, Technical		X				X
3332	Hydrologist, Technical		X				X

Code	Classification Description	Survey Data					
		Western Man	CSCA	Mill HCl	Mill IT	Mill Man	ERI
3627	Illustrator						X
1127	Information/Ticket Center Manager						X
7808	Instructor						X
8931	Insurance Analyst		X				
5241	International Trade Specialist		X				
7433	ISP Forensic Scientist 2						X
7434	ISP Forensic Scientist 3		X				
8010	ISP Major		X				
8014	ISP Sergeant		X				
8015	ISP Specialist		X				
8016	ISP Trooper		X				
1624	IT Database Analyst	X			X		
1625	IT Database Analyst, Associate	X			X		
1623	IT Database Analyst, Senior	X	X		X		
1606	IT Information Services Manager, Senior		X				
1663	IT Information Systems Technician				X		X
1662	IT Information Systems Technician, Senior		X		X		
1608	IT Manager						X
1636	IT Network Analyst	X			X		
1635	IT Network Analyst, Senior	X	X		X		
1651	IT Production Services Supervisor				X		X
1653	IT Production Specialist				X		
1619	IT Programmer Analyst	X	X		X		
1620	IT Programmer Analyst, Associate	X			X		
1618	IT Programmer Analyst, Senior	X	X		X		
1610	IT Resource Manager						X
1665	IT Support Technician		X		X		
1615	IT Systems Analyst, Supervising		X				
1609	IT Systems Operations Manager	X			X		
1654	IT Systems Operations Supervisor	X			X		
1655	IT Systems Operator	X	X		X		X
1656	IT Systems Operator, Associate	X			X		
1632	IT Systems Programmer	X	X		X		
1633	IT Systems Programmer, Associate	X			X		
1631	IT Systems Programmer, Senior	X			X		
1630	IT Systems Programmer, Supervising		X		X		
1638	IT Systems Security Analyst	X	X		X		
1637	IT Systems Security Analyst, Senior	X			X		
5324	Job Development Specialist						X
7426	Laboratory Technician	X	X				
3008	Land Surveyor, Transportation		X				
1070	Lands Resource Manager, Senior		X				
1061	Lands Resource Staff Specialist		X				
6686	Landscape Foreman						X
6688	Landscape Superintendent					X	X
6684	Landscape Technician						X
2102	Laundry Superintendent						X
2116	Laundry Worker						X
5910	Legal Assistant	X					X
2918	Librarian	X	X				X
2902	Librarian, Associate State	X	X				X
2931	Library Assistant 1						X
2929	Library Assistant 2		X				X
2928	Library Assistant 3						X
2908	Library Consultant						X
2937	Library Section Manager						X
1586	Liquor Store Clerk	X					X
1581	Liquor Store Manager 2						X
6572	Locksmith						X
6609	Maintenance and Operations Supervisor		X				X
6634	Maintenance Craftsman	X	X				X
6632	Maintenance Craftsman, Senior	X					
5272	Management Assistant		X				X
5446	Mathematical Analyst						X
6347	Mechanic		X				X
6349	Mechanic, General Repair						X
6350	Mechanic, Small Engine						X
6654	Mechanical Systems Operator						X
6728	Media Equipment Specialist						X
7615	Medical Assistant						X
7616	Medical Assistant, Registered						X
9223	Medical Services Manager						X
7421	Medical Technologist		X				X
7420	Medical Technologist, Principal						X

Code	Classification Description	Survey Data					
		Western Man	CSCA	Mill HCI	Mill IT	Mill Man	ERI
7100	Mental Health Bureau Chief						X
7108	Mental Health Services Program Manager						X
7272	Mental Health Treatment Director, SHS						X
7411	Microbiologist						X
7410	Microbiologist, Senior		X				
2710	Museum Administrator		X				
7584	Nurse, Advanced Practice		X	X			
7676	Nurse, Licensed Practical		X	X			X
7606	Nurse, Registered		X	X			X
7572	Nurse, Registered Manager		X				X
7602	Nurse, Registered Manager - Institution			X			X
7574	Nurse, Registered Senior		X				
7610	Nursing Assistant, Certified			X			X
7600	Nursing Services Director		X	X			X
7598	Nursing Services Director - SHN/ISVH						X
7705	Occupational Therapist		X	X			X
7704	Occupational Therapist, ISSH						X
1116	Office Clerk	X					X
1100	Office Services Supervisor 1	X					X
1101	Office Services Supervisor 2					X	X
1114	Office Specialist 1	X	X				X
1239	Office Specialist 2	X					X
5114	Organizational Development Specialist	X					
0980	P & R Manager 2		X				
6556	Painter						X
6558	Painting Foreman						X
5159	Personnel Technician	X	X				X
5148	Personnel/Payroll Supervisor	X					X
7476	Pharmacist, Clinical		X	X			X
7462	Pharmacy Assistant						X
7461	Pharmacy Assistant, Senior						X
7474	Pharmacy Services Supervisor			X			
5588	Photographer		X				X
6605	Physical Plant Director						X
7727	Physical Therapist						X
7614	Physical/Occupational Therapy Aide			X			X
7209	Physician, Clinical Director - Community						X
7207	Physician, Medical Director		X				X
7206	Physician, Psychiatric Specialty		X				X
7205	Physician, Public Health						X
3553	Physicist, Health						X
3666	Planner		X				X
3679	Planner, Water Resource		X				
6550	Plumber	X	X				X
8552	Port-Of-Entry Inspector		X				
1154	Postal Services Coordinator						X
1151	Postal Services Manager						X
1420	Print Shop Production Foreman						X
1413	Printing Copy Center Technician	X					X
1422	Printing Offset Technician 2	X					X
1423	Printing Offset Technician 3	X					X
1417	Printing Photolithographic Technician						X
1403	Printing Services Coordinator					X	
1075	Private Forestry Specialist						X
9356	Probation and Parole Officer, Senior		X				
9355	Probation and Parole Section Supervisor		X				
5568	Project Manager					X	X
5570	Project Manager, Senior					X	
7779	Psychiatric Technician						X
7780	Psychiatric Technician Trainee						X
9402	Psychology, Chief of		X				X
9424	Psychosocial Rehabilitation Specialist		X				
5331	PTV Broadcast Engineering Technician						X
5344	PTV Director/Videographer						X
5347	PTV Executive Producer						X
5357	PTV Underwriting Account Executive						X
5578	Public Information Officer		X				X
5582	Public Information Specialist					X	
1532	Purchasing Agent	X					X
1506	Purchasing and Materials Manager, Transportation						X
1504	Purchasing and Supply Support Manager	X					
1530	Purchasing Manager, State	X				X	
4853	Purchasing Officer, Division of Purchasing	X					
7278	Quality Assurance Director			X			X
7482	Radiologic Technologist		X	X			X
1125	Receptionist	X					X

Code	Classification Description	Survey Data					
		Western Man	CSCA	Mill HCI	Mill IT	Mill Man	ERI
3839	Records Program Manager					X	
7756	Recreation Specialist, Therapeutic						X
9275	Rehabilitation Technician, DJC		X				
9484	Religious Activities Coordinator		X				
5449	Research Analyst, Senior		X				X
7725	Respiratory Therapist			X			X
8904	Retirement Benefits Section Manager					X	
4678	Right-of-Way Agent		X				X
4675	Right-of-Way Agent, Senior					X	
8957	Risk Management Analyst						X
8952	Risk Management Loss Control Specialist		X				
8956	Risk Management Program Manager					X	X
7032	Scientist 2	X					
7034	Scientist 3	X	X				
7036	Scientist 4	X					
7038	Scientist 5	X					
1942	Security Manager, State	X				X	
1932	Security Officer	X	X				X
1934	Security Officer, Senior						X
1940	Security Systems Supervisor						X
7000	Self-Reliance Specialist		X				
7008	Self-Reliance Specialist, Principal		X				
1548	Shipping and Receiving Materials Handler	X					X
1550	Shipping and Receiving Materials Handler, Liquor Dispensary	X					X
6310	Shop Superintendent					X	X
6800	Social Work, Chief of		X	X			
9423	Social Worker		X	X			X
1067	Soil Scientist		X				X
7720	Speech and Language Pathologist			X			X
7712	Speech and Language Pathologist, ISSH						X
6606	Statewide Facilities Manager						X
1546	Storekeeper						X
1540	Supply Operations Supervisor	X					
4338	Tax Auditor 1		X				
4323	Tax Collections Manager					X	
4326	Tax Compliance Technician		X				
4348	Taxpayer Services Representative		X				
1104	Technical Records Specialist 1						X
5566	Technical Writer		X				X
4550	Telecommunication Supervisor, PUC		X				
1301	Telecommunication Technician						X
6563	Theatre Shop Foreman						X
7763	Therapy Technician		X				
0408	Toxicologist						X
5126	Trainer, Associate	X					
5120	Training and Development Manager	X					
5113	Training Officer, State					X	
5122	Training Specialist	X				X	X
8467	Training Specialist, ISP						X
3638	Transportation Technician		X				
3643	Transportation Technician Principal, Engineering		X				
3642	Transportation Technician Principal, Maintenance		X				
3641	Transportation Technician Senior		X				
1568	University Shop Assistant						X
6638	Utility Craftsman						X
7290	Veterans Home Administrator, Boise						X
7292	Veterans Home Administrator, Regional						X
9434	Veterans Service Officer						X
0260	Veterinarian, Medical Officer		X				
5380	Video Instruction Manager						X
5340	Videographer/Editor						X
1700	Web Design Specialist	X			X		X
1702	Web Developer	X			X		X
1705	Web Master	X					
6352	Welder/Machinist	X					X

## 2005 Western Management Survey Participants

A-DEC
ACTERNA
ACUMED
ADVANTA
AGRI BEEF
ALEUT MANAGEMENT SERVICES
ALION SCIENCE & TECHNOLOGY
ALLIANT TECHSYSTEMS
AMERIBEN/IEC GROUP
AMERICAN INTERNATIONAL GROUP
AMI SEMICONDUCTOR
ANALOG DEVICES
ANRITSU
ANTEON
ARINC
ASE
AVAYA
BAE SYSTEMS INFORMATION TECHNOLOGY/GOVER
BATTELLE
BBN TECHNOLOGIES
BECHTEL
BIMBO BAKERIES USA
BIOJECT
BLUE CROSS OF IDAHO HEALTH SERVICE
BOISE CASCADE LLC
BOOZ ALLEN HAMILTON
BUILDING MATERIALS HOLDING
C-TECH INDUSTRIES
CACI
CAPITAL ONE
CARLSON MARKETING GROUP
CASCADE
CASCADE EMPLOYERS ASSOCIATION
CASCADE MICROTECH
CERIDIAN
CGI AMS
CITY OF BOISE
COLSA CORPORATION
COMPUTER SCIENCES CORPORATION/FEDERAL SE
CORPORATE EXPRESS
DELTA DENTAL PLAN OF IDAHO
DIRECTV/BOISE
DRS TECHNOLOGIES/CORPORATE
DYNAMICS RESEARCH
EBARA TECHNOLOGIES
EDS
EG&G/JT3/SPECIAL PROJECTS
ELECTRO SCIENTIFIC INDUSTRIES
EMDEON

ENGELHARD
ESTERLINE TECHNOLOGIES
FGM, INC.
FIREMAN'S FUND INSURANCE
FISERV
FLUOR HANFORD, INC.
GRAY HAWK SYSTEMS
GUARDIAN LIFE INSURANCE
GUNDERSON
H & R BLOCK
HANSEN-RICE
HARRIS/GOVERNMENT SYSTEMS
HSBC NORTH AMERICA
IBM
IDAHO ELK'S REHABILITATION CENTER
IDAHO HOUSING & FINANCE ASSOCIATION
IDAHO INDEPENDENT BANK
IDAHO POWER
IMPAC SERVICES
ING
INTERMOUNTAIN GAS
ITT INDUSTRIES/SYSTEMS
J.R. SIMPLOT
JACOBS SVERDRUP TECHNOLOGY
JOHNSON CONTROLS/CONTROLS GROUP
KBR
KPMG/US HEADQUARTERS
L-3 COMMUNICATIONS/SYCOLEMAN
L-3 COMMUNICATIONS/WEST
LEATHERMAN TOOL GROUP
LEUPOLD & STEVENS
LEVI STRAUSS
LOCKHEED MARTIN/CORPORATE SHARED SERVICE
LOCKHEED MARTIN/TECHNOLOGY SERVICES
LUCENT TECHNOLOGIES
MCKESSON
MELALEUCA
MICRON TECHNOLOGY
MITRE CORPORATION
MPC COMPUTERS
NATIONAL CENTER FOR ATMOSPHERIC RESEARCH
NATIONAL RENEWABLE ENERGY LABORATORY
NIKE
NORTELL
NORTHROP GRUMMAN INFORMATION TECHNOLOGY
NORTHROP GRUMMAN MISSION SYSTEMS/MISSION
OSEC
PACIFIC PRESS PUBLISHING
PEROT SYSTEMS
PLANAR SYSTEMS



## 2005 Western Management Survey Participants (cont'd)

PNC FINANCIAL SERVICES GROUP
POWER ENGINEERS
PRAXAIR
PRECISION INTERCONNECT
QWEST COMMUNICATIONS
R.C. BIGELOW/IDAHO
RAYTHEON COMPANY/INTEGRATED DEFENSE SYST
RAYTHEON COMPANY/INTELLIGENCE AND INFORM
RAYTHEON COMPANY/NETWORK CENTRIC SYSTEMS
RAYTHEON COMPANY/SPACE AND AIRBORNE SYST
RAYTHEON COMPANY/TECHNICAL SERVICES
RAYTHEON/CORPORATE HEADQUARTERS
RILEY CREEK LUMBER
ROCKWELL AUTOMATION CONTROL SYSTEMS
ROCKWELL COLLINS
ROCKWELL COLLINS FLIGHT DYNAMICS
SAFETY-KLEEN SYSTEMS
SAIF
SAINT ALPHONSUS REGIONAL MEDICAL CENTER
SAINT LUKE'S REGIONAL MEDICAL CENTER
SCHAFER
SCIENCE APPLICATIONS INTERNATIONAL
SEARS ROEBUCK
SOUTHWEST RESEARCH INSTITUTE
SPRINT
STAPLES
STATE OF IDAHO - DHR
SYMBOL TECHNOLOGIES
SYNETICS SOLUTIONS
SYRACUSE RESEARCH
TAMARACK RESORT
TEKTRONIX
TERADYNE
THE NETWORK GROUP
THE REGENCE GROUP
TYCO ELECTRONICS
UNISOURCE
UNISYS/CORPORATE HEADQUARTERS
UNISYS/FEDERAL SYSTEMS
UNITED HERITAGE LIFE INSURANCE
UTAH STATE UNIVERSITY RESEARCH FOUNDATIO
VERIZON COMMUNICATIONS
VERIZON FEDERAL NETWORK SYSTEMS
WARN INDUSTRIES
WASHINGTON GROUP INTERNATIONAL
WELLS FARGO
WESTECH INTERNATIONAL
WESTERN STATES EQUIPMENT
XEROX/ROCHESTER
ZIDELL MARINE



# Synopsis of State Employee Salary Increases Since Implementation of the Hay System

Prepared by The Division of Human Resources

<b><u>Fiscal Year</u></b>	<b><u>DHR Recommendation</u></b>	<b><u>Executive Budget Recommendation</u></b>	<b><u>Legislative Action</u></b>
FY06	<ol style="list-style-type: none"> <li>1. Budget up to 6.7 percent, for all agencies.</li> <li>2. A 10 percent increase for permanent merit raises for all jobs requiring Registered Nurses.</li> <li>3. Infuse as much one time money as possible to support retention and recognition.</li> <li>4. Special legislation to allow one-time merit or bonus awards from savings in operating or capital outlay budgets, after first 6 months of FY06.</li> <li>5. Fund the health insurance increase, and direct DHR and Dept. of Administration, to promote wellness, health education, and disease management in the workforce.</li> <li>7. Appoint a Total Compensation Task Force to design a new strategic plan for state employee compensation.</li> </ol>	Fund a 1% ongoing increase. Recommended funding of Health Insurance Increases	Fund a 1 % temporary increase in Oct. providing there is adequate budget surplus.
FY05		Fund a 2 percent increase for employee compensation and encouraged state agency directors and institution executives to allocate agency salary savings to provide for employee salary needs before other operational budget priorities were considered. The governor also recommended funding the increase to employee health insurance.	<p>The Legislature passed a 2 percent merit increase and an additional one percent, one-time, condition increase based on a year end favorable budget variance.</p> <p>Note: The one percent, one-time, increase was funded and distributed in August 2004.</p>
FY04	Salaries average 11% behind labor market averages. General CEC increase of 1%. Additional 1% contingent on state revenue levels. Allow agencies to utilize variable pay. Focused recommendation for nurses and correction officers of 4% and 2% respectively. Fund part of the estimated \$15 million health insurance increase. Change Idaho Code to allow for multiple pay schedules. Organize a team to study the state compensation system.	No increase in funding for employee compensation. Governor recommended state employee compensation increase through salary savings. Fund the increase in employee benefits	No action taken. Governor's recommendation approved. .

<b><u>Fiscal Year</u></b>	<b><u>Personnel Commission Recommendation</u></b>	<b><u>Executive Budget Recommendation</u></b>	<b><u>Legislative Action</u></b>
FY03	Salaries average 10 - 15% behind labor market averages. No general CEC Increase. Provide ½% allocation to all agencies to retain and recruit selected staff. Target agency/occupations for additional funds. Fund and expand the use of 1 time incentive pay. Fund benefit cost increase. Expand the salary ranges upward by 6%.	No increase in funding for employee compensation. Governor recommended state employee compensation increase through salary savings. Fund the increase in employee benefits	No action taken. Governor's recommendation approved. .
FY02	Salaries average 12.5% behind labor market averages. Recommendation for a salary increase to address competitive pressures. Expand the salary schedule by 6.3%.	General CEC of 3.5% plus 1% for competitive agency occupations and 2% for faculty. Salary schedule expanded by 6.3%.	No action taken. Governor's recommendation approved.
FY01	Salaries average 10% behind labor market averages. Recommendation for a salary increase to address competitive pressures	Increase payline by 5%. Provide 3.5% for merit increases. Fund benefit cost increases. Support retirement program improvements.	Legislator adopted HRC 35. HRC 35 ratified the Governor's recommendation. HRC also included language encouraging agency directors to make special efforts for low wage employees who are performing satisfactory in their positions.
FY00	Adoption of recommendations from 1998 Hay Audit. Increase pay policy lines by average 14% to represent labor market averages.	Provide 3% for merit increases.	No action taken. Governor's recommendation approved.
FY99	Increase pay schedule by 5.7% average; fund at 7.7% to move employees closer to labor market averages.	Increase payline by 2% and provide 3% for merit increases. Funded at 5%.	Concurred with the Governor's recommendation. Included emphasis on "decompression" problem (SCR 122).
FY98	Increase pay policy lines by 2.9%. Provide an additional 2.3% to move employees closer to market rates.	2% merit increase. Roll-ups paid from Insurance Fund.	2% merit not provided; any increases to be funded by individual department salary savings (HCR 25).
FY97	Changes to pay policy lines representing an overall 4.64% increase.	Increase pay policy lines by 3% and fund at 3%.	No action taken Governor's recommendation approved.
FY96	Increase pay policy lines by 4% -- structure adjustment. Provide additional 2% to move employees closer to market rates on the average.	Increase pay policy lines by 4%. Provide additional 1% funding	No action taken. Governor's recommendation approved.
FY95	Adoption of recommendations from Hay audit. Four new pay policy lines and new compensation schedule. Cost to move all employees step-for-step equals 8.5%.	Adoption of recommendations from Hay audit. 1.2% funding to move employees into new salary ranges. 3.8% to move employees closer to market rates. Phase 3 of retirement enhancement.	Adoption of pay policy lines and compensation schedule. 1.2% funding to move employees into new salary ranges. 4.18% to move employees closer to market rates. Approved phase 3 of retirement enhancement. Eliminated phase 4. Funded at \$21,400,000 from the General Account

<b><u>Fiscal Year</u></b>	<b><u>Personnel Commission Recommendation</u></b>	<b><u>Executive Budget Recommendation</u></b>	<b><u>Legislative Action</u></b>
FY94	3.2% across the board; plus a 7.8% payline adjustment.	2.5% across the board increase; plus phase 2 of the retirement enhancement.	2.0% across the board increase; plus phase 2 of the retirement enhancement; bonuses for non-classified employees were limited to \$1,000 per year.
FY93	2.5% payline awarded on a merit basis, funded at 3.0%; plus retirement enhancement.	2.5% payline awarded on merit basis; plus \$752K General Fund and \$1,166K total funds to move people toward step G.	2.5% unstructured payline funded at 1.5%; the pay table was increased 0.67% to give employees the money they need to fund phase 1 of a planned 4 year enhancement in retirement benefits; agencies were also given 0.54% to fund their share of the retirement enhancement.
FY92	7.0% payline but increases awarded on the basis of merit.	5.0% awarded on the basis of merit; plus \$805K General Fund and \$1,484K total funds to move long term employees toward the mid-point of the salary schedule (Step G).	4.0% awarded on the basis of merit; and provided the Governor's recommendation to provide funds to move long term employees toward the mid-point (Step G); schools received 1 - 2% more than the 4.0%.
FY91	7.5% payline (9% get 0%, 43% get 5%, and 48% get 10%).	2.5% for satisfactory performance, 2.5% for merits, 0.7% for state to pick up more of the health ins. premiums, 0.1% for employee asst. plan; 1.2% merit for instructors, and 3.6% for teachers.	4.5% payline. For 2nd year, removed step for step policy; funded a 5.3% average salary increase and 0.8% for the benefit package; 1.2% merit for instructors; 4.0% COLA and 4.9% merit for teachers.
FY90	9.7% payline (3% get 0%, 18% get 5%, 69% get 10%, and 9% get 15%).	4.5% payline (12% get 0%, 83% get 5%, and 4% get 10%); 1% merit for instructors, and 2.5% for teachers.	5.0% payline. Removed the step for step policy, so increases are based solely on employees' performance.
FY89	7.9% payline (8% get 0%, 13% get 5%, 29% get 10%, 47% get 15%, and 3% get 20%).	4% across the board increase; 2% merit for instructors, and 4% merit for teachers.	3% payline effective 7/10 (41% get 0%, and 59% get 5%); only 2/3 funded for most agencies; \$665K for selective merits, mostly Depts. of Correction, Health and Welfare, Vocational Education, and Agricultural Research.
FY88	12.5% payline (4% get 0%, 40% get 5%, 55% get 10%, and 1% get 15%).	5% across the board increase; and 5% merit for teachers, instructors, and some elected officials.	4% payline effective 9/20 (28% get 0%, 69% get 5%, and 3% get 10%); up to 5% merit for teachers, instructors, and some elected officials.
FY87	8% payline.	Payline freeze and no merit money; 4% COLA for schools; implement dental insurance.	No resolution passed, so Governor's recommendation became law; schools received no funds for salary increases.
FY86	5.8% payline	3% across the board; 2.5% merit for instructors and some elected officials, and 3.5% merit for teachers.	Payline freeze; 3.5% COLA for schools; merit money for colleges and universities (\$2.4M), Dept. of Education (\$121K), and Deaf and Blind School (\$21K); merits had to be temporary.
FY85	9% payline.	5% across the board increase; 2%	7% payline (45% get 5%, and 55% get

<b><u>Fiscal Year</u></b>	<b><u>Personnel Commission Recommendation</u></b>	<b><u>Executive Budget Recommendation</u></b>	<b><u>Legislative Action</u></b>
		merit; 1.8% to 15.4% merits for education and selected elected officials; flexible benefit package.	10%); 0.25% to 2% merit with some funding; 2.5% merit for public schools, and the School for the Deaf and Blind.
FY84	9.2% payline.	Payline freeze; 1.5% merit; change health insurance to co-pay.	Payline freeze; change health insurance to co-pay with deductible.
FY83	11.6% payline.	5% payline (all get 5%); 1.5% merit for non-education staff; 2.2% to 5.8% merit for instructors; 3.5% merit for teachers; begin Rule of 80/85.	5% payline fully funded except for Dept. of Health and Welfare (all got 5%); \$350,000 of the colleges and universities appropriation targeted for merit; merits limited to 90 days; implement Rule of 80/90.
FY82	9.5% across the board increase; one additional holiday.	6.5% across the board increase; one additional holiday; 1% merit pay.	7% across the board increase but underfunded up to 100% for some agencies.
FY81	9% payline; an additional holiday and shift differential.	8.5% payline; an additional holiday, shift differential, dental insurance, and other benefits.	8.5% payline but underfunded up to 25% (37% get 5%, 59% get 10%, and 4% get 15%); small benefit improvements.
FY80	8% payline; 3-5% for step increases.	5.5% payline; 3-5% for step increases.	7% payline but underfunded up to 50% (61% get 5%, 39% get 10%); no funding step increases.
FY79	2.5% payline; 3-5% for step increases.	2.5% payline; 5% COLA for exempt; 3-5% for step increases.	2.5% payline; 5% COLA for exempt; 3-5% for step increases.
FY78	Approximately 5% to implement Hay Plan at least cost approach; 3-5% for steps.	6% across the board increase; 3-5% for step increases.	Approximately 5% to implement Hay Plan at least cost approach; 3-5% for step increases.
FY77	Approximately 5% to implement Hay Plan at least cost approach; 3-5% for steps.	5.5% across the board increase; 3-5% for step increases.	No general salary increase; implemented longevity component of Hay Plan (2.5% for every 5 years); 3-5% for step increases.

## November 2005 Payline Exception Classes

Class Code	Classification	Pay Grade
07206	Physician, Psychiatric Specialty	X
07207	Physician, Medical Director	X
07208	Physician, Clinical Director - Institution	X
07209	Physician, Clinical Director - Community	X
07211	Physician, Epidemiologist - State	X
07205	Physician, Public Health	T
07474	Pharmacy Services Supervisor	S
07476	Pharmacist, Clinical	R
07478	Pharmacy Services Specialist	R
03551	Physicist, Health Senior	Q
07437	ISP Forensic Scientist 4 - DNA	N
07435	ISP Forensic Scientist 3 - DNA	M
07584	Nurse, Advanced Practice	M
07704	Occupational Therapist, ISSH	L
07712	Speech and Language Pathologist, ISSH	L
07726	Physical Therapist, ISSH	L
08542	Building Plans Examiner	K
01066	Scaler, Senior	I
01065	Scaler	H



## Proposed Idaho Code Changes

59-1603. CONFORMITY WITH CLASSIFIED POSITIONS. (1) To the extent possible, each nonclassified position in the executive department will be paid a salary or wage comparable to classified positions with similar duties, responsibilities, training, experience and other qualifications. Temporary employees and agricultural inspectors referred to in subsections (n) and (p) of section 67-5303, Idaho Code, shall not be entitled to sick leave accruals provided in section 59-1605, Idaho Code, vacation leave provided in section 59-1606, Idaho Code, nor holiday pay defined in subsection (14) of section 67-5302, Idaho Code, unless contributions are being made to the public employee retirement system in accordance with chapter 13, title 59, Idaho Code, and rules promulgated by the retirement board. Vacation and sick leave accruals, but not holiday pay, shall be awarded retroactively, if necessary, to the date such employees become eligible for retirement system membership.

(2) To the extent possible, each nonclassified position in the legislative department will be paid a salary or wage comparable to classified positions with similar duties, responsibilities, training, experience and other qualifications.

(3) The supreme court shall determine the schedules of salary and compensation for all officers and employees of the judicial department which are not otherwise fixed by law. To the extent possible, the supreme court shall adopt schedules which are compatible with the state's accounting system. The judicial department may also maintain personnel records and files under such system as is ordered by the supreme court.

(4) The state board of education shall determine the schedules of salary and compensation, and prescribe policies for overtime and compensatory time off from duty, for all officers and employees of the state board of education who are not subject to the provisions of chapter 53, title 67, Idaho Code, and which are not otherwise fixed by law. To the extent possible, the state board of education shall adopt schedules and policies which are compatible with the state's accounting system. The state board of education may also maintain personnel records and files under a system of its own, if approved by the state controller.

(5) Members of the legislature, the lieutenant governor, other officers whose salaries are fixed by law, and members of part-time boards, commissions and committees shall be paid according to law.

(6) Any schedule of salary and compensation, if not the schedule prescribed by section 67-5309C(a), Idaho Code, must be approved by the appointing authority and be communicated to the state controller in writing at



least thirty (30) days in advance of the effective date of the schedule.

(7) In addition to salary increases provided by any compensation schedule adopted pursuant to paragraph (6) of this section, nonclassified officers and employees, except those who are elected officials or whose salaries are fixed by law, may be granted ~~a lump sum bonus pay~~ not to exceed five (5.0 %) of their projected annual salary one thousand dollars (\$1,000) in any given fiscal year based upon an affirmative certification of meritorious service. Bonus pay may be authorized for recruitment, retention or recognition of employee performance which has significant beneficial impact to the state. Recruitment bonuses may only be awarded after at least six (6) months of satisfactory performance. Bonus pay shall only be awarded for documented rationale. Bonus payments in excess of one thousand dollars (\$1,000) must be approved in advance by the administrators of the division of human resources and the division of financial management. Waiver of the five percent (5.0%) limit provided in this section may be granted if approved in advance by the state board of examiners. Such waivers shall only be for extraordinary circumstances and when beneficial to the state. The division of human resources shall submit a report to the legislature by October 1 on all bonuses granted in the preceding fiscal year. ~~Exceptions to the one thousand dollar (\$1,000) limit provided in this section may be granted if approved in advance by the state board of examiners.~~

(8) In unusual or emergency circumstances, with prior approval from the administrators of the division of human resources and the division of financial management, agencies and institutions may grant nonperformance related cash awards to employees, but in no case may exceed five percent (5.0%) of an employee's base pay.

(89) Each appointing authority, including the elective offices in the executive department, the legislative department, the judicial department, and the state board of education and the board of regents, shall comply with all reporting requirements necessary to produce the list of employee positions prescribed by section 67-3519, Idaho Code.

(910) The adjutant general, with the approval of the governor, shall prescribe personnel policies for all officers and employees of the national guard which are not otherwise fixed by law. Such policies will include an employee grievance procedure with appeal to the adjutant general. The adjutant general shall determine schedules of salary and compensation which are, to the extent possible, comparable to the schedules used for federal civil service employees of the national guard and those employees serving in military status. Schedules adopted shall be compatible with the state's accounting system to the extent possible.

67-5302. DEFINITIONS. As used in this chapter, and other applicable sections of the Idaho Code, each of the terms defined in this section shall have the meaning given in this section unless a different meaning is clearly required by the context. Such terms and their definitions are:

.....

(??) "Compa-ratio" means the ratio showing the comparative relationship of total actual pay in a pay grade to the midpoint of that pay grade.

(??) "Hay Points" means the value assigned to a classification based on knowledge, problem solving skills, and accountability factors.

(??) "Merit increase matrix" means a guide chart for the determination of employee pay raises in relationship to location in the pay grade and other relevant factors.

.....

67-5309A. PERSONNEL BENEFITS. It is hereby declared to be the policy of the legislature of the state of Idaho that all classified employees of like classification and pay grade allocation shall be treated equally with reference to personnel benefits. Such benefits may be prorated for part time employees. It is the intent of the legislature that a benefit survey shall be conducted annually for the purpose of determining the relative level of personnel benefits provided to state employees by comparing the benefits provided to state employees with the benefits provided to employees of public and private employers within the state of Idaho and relevant labor markets.

67-5309B. ESTABLISHING SALARY RANGES AND PAY GRADES ~~SALARIES~~. (a) The administrator of the division of human resources shall determine the relative worth of each job classification established pursuant to section 67-5309, Idaho Code, and, in making such determination, shall utilize the Hay guide chart profile method and correlated factoring market data on benchmark job classifications developed by Hay management consultants, to ensure internal and market equity within the classified service.

(b) Job classifications established or revised by the administrator shall be assigned by the administrator to a pay grade ~~subject to the approval of the administrator of the division of financial management~~, based on a system that gives Hay points and market data a weighting to meet the requirements of Idaho Code section 67-5309C ~~funding considerations~~. An agency may delay implementation of a new pay grade if the fiscal impact of the change exceeds the agencies personnel appropriation. Adequate funding for such change must be requested at the next budget appropriation session.

(c) The administrator shall conduct or approve salary and benefit surveys within relevant labor markets to determine salary ranges that represent competitive labor market average rates paid by private industry and other governmental units for jobs of like value, based upon the guide chart profile system described in subsection (a) of this section. The results of such surveys shall be based on statistical, historical, or other economic factors. The factors herein referred to shall include, but are not limited to, anticipated salary adjustments for the positions surveyed, changes in cost-of-living as measured by the consumer price index, and anticipated adjustments in the average weekly wage in the state of Idaho, as defined and determined pursuant to section 72-409, Idaho Code.

(d) A report of the results of salary and benefit surveys and recommendations for changes in salaries, together with their estimated costs of implementation based on the competitive labor market average rate of each pay grade, as approved by the administrator, shall be submitted to the governor not later than the first day of December of each year. The governor shall submit his own recommendations on proposed changes in salaries and benefits to the legislature prior to the seventh legislative day of each session. The legislature may, by concurrent resolution, accept, modify or reject the recommendations. The failure of the legislature to accept, modify or reject the recommendations prior to adjournment sine die shall constitute approval of the governor's recommendations. The administrator shall implement the results of such salary changes by rule, using the payline formulas and pay schedules approved by the legislature and the mid-point of each pay grade established in section 67-5309C, Idaho Code.

67-5309C. PAY GRADES AND MERIT INCREASES. (a) ~~The following schedule establishes the pay grades for all~~ All positions classified pursuant to chapter 53, title 67, Idaho Code must be evaluated using the Hay point factoring methodology. Such point factoring establishes a basis for salary administration and internal pay equity.

~~STATE OF IDAHO~~

~~PAY GRADE SCHEDULE~~

<del>GRADE</del>			<del>JOB EVALUATION POINTS</del>			<del>GRADE</del>			<del>JOB EVALUATION POINTS</del>		
<del>Minimum</del>	<del>Mid-point</del>	<del>Maximum</del>	<del>Minimum</del>	<del>Mid-point</del>	<del>Maximum</del>	<del>Minimum</del>	<del>Mid-point</del>	<del>Maximum</del>	<del>Minimum</del>	<del>Mid-point</del>	<del>Maximum</del>
<del>A</del>	<del>93 or less</del>	<del>99</del>	<del>106</del>	<del>M</del>	<del>493</del>	<del>531</del>	<del>566</del>				
<del>B</del>	<del>107</del>	<del>114</del>	<del>122</del>	<del>N</del>	<del>567</del>	<del>610</del>	<del>655</del>				
<del>C</del>	<del>123</del>	<del>131</del>	<del>140</del>	<del>O</del>	<del>656</del>	<del>702</del>	<del>753</del>				

D	141	151	161	P	754	807	867
E	162	173	185	Q	868	928	997
F	186	200	213	R	998	1067	1146
G	214	229	245	S	1147	1227	1319
H	246	263	281	T	1320	1412	1516
I	282	303	325	U	1517	1623	1744
J	326	349	374	V	1745	1867	2006
K	375	401	430	W	2007	2147	2307
L	431	461	492	X	2308	2469	--

(b) It is hereby declared to be the intent of the legislature that an employee may expect to advance in the salary range to the labor market average rate for the pay grade assigned to a classification. Advancement in pay shall be based solely on performance, including factors such as productivity, reliability, effectiveness, and the ability to achieve the goals and objectives of the particular position. No employee shall advance in a salary range without performance evaluation by the employee's immediate supervisor, approved by the departmental director or the director's designee certifying that the employee meets the performance criteria of the assigned position. Pay for performance shall provide faster salary advancement for higher performers based on a merit increase matrix developed by the division of human resources. The matrix is based upon the employee's compa-ratio, and the employee's relative performance rating. The matrix may be adapted by each agency to meet their specific needs based on budget allocation and other considerations if approved by the division of human resources.

- (i) When necessary to obtain qualified personnel in a particular classification, upon petition of the appointing authority to the administrator containing acceptable reasons therefor, a higher temporary pay grade may be authorized by the administrator which, if granted, shall be reviewed annually to determine the need for continuance.
- (ii) Each employee's work performance shall be evaluated after one thousand forty (1,040) hours of credited state service from the date of initial appointment or promotion and after each two thousand eighty (2,080) hours of credited state service thereafter by his or her immediate supervisor. Employees may be eligible for advancement in pay, if certified as meeting the performance requirements of subsection (b) of this section; however, such in-grade advancement shall not be construed as a vested right. The department director shall designate, upon agreement with the employee, whether such in-grade advancement is temporary, conditional or permanent. It shall be the specific responsibility of the supervisor and the departmental director to effect the evaluation prescribed in



subsection (b) of this section on an evaluation form approved by the administrator for that purpose.

(iii) In addition to pay increases authorized in paragraph (ii) of this subsection, the department director may grant a classified employee ~~holding permanent status a lump sum bonus pay~~ not to exceed five percent (5.0%) of their annual projected salary ~~one thousand dollars (\$1,000)~~ in any given fiscal year ~~based upon excellent performance as indicated by the performance evaluation as outlined in subsection (b) of this section.~~ Bonus pay may be authorized for recruitment, retention or recognition of employee performance which has significant beneficial impact to the state. Recruitment bonuses may only be awarded after at least six (6) months of satisfactory performance. Bonus pay shall only be awarded for documented rationale and must be supported by a written performance evaluation. Bonus payments in excess of one thousand dollars (\$1,000) must be approved in advance by the administrators of the division of human resources and the division of financial management. Waiver of the five percent (5.0%) limit provided in this section may be granted if approved in advance by the state board of examiners. Such waivers shall only be for extraordinary circumstances and when beneficial to the state. The division of human resources shall submit a report to the legislature by October 1 on all bonuses granted in the preceding fiscal year. ~~Exceptions to the one thousand dollar (\$1,000) limit provided in this section may be granted if approved in advance by the state board of examiners.~~

(iv) In unusual or emergency circumstances, with prior approval from the administrators of the division of human resources and the division of financial management, agencies and institutions may grant nonperformance related cash awards to employees, but in no case may exceed five percent (5.0%) of an employee's base pay.

(c) To avoid salary compression, the average pay schedule increase percentage may not exceed the merit increase percentage.